

ARTICLE I

Name

Section 1. The name of this organization shall be the AUSTIN SHUTTERBUG CLUB (ASC), of Austin, Texas.

Section 2. It may be affiliated with other photographic associations, subject to the club membership approval.

ARTICLE II

Objective

Section 1. The Purpose of the Austin Shutterbug Club shall be to encourage an interest in photography, provide an opportunity for the exchange of ideas, to provide an enjoyable forum for the development of artistic and technical photographic skills and to promote a healthy spirit through educational programs, exhibition and competition.

ARTICLE III

Policy

Section 1. The club shall be nonpartisan, nonsectarian and nonprofit.

Section 2. No member, official or otherwise, of ASC, shall obligate the organization through promise of funds or deeds, without the delegation of authority by members during a scheduled or special meeting.

ARTICLE IV

Membership

Section 1. Member Defined

Anyone interested in photography may become a member of ASC by paying dues to the treasurer and shall remain a member as long as dues are paid. Each member is limited to one (1) vote per member

Section 2. Non-Liability of Members

No member of ASC shall be, solely because of such membership, personally liable for the debts, obligations, or liabilities of ASC.

ARTICLE V

Officers, Committees, Club Representatives

Section 1. Purpose

The purpose of the Executive Committee and appointed committees and club representatives is to provide management and guidance to the Membership in the accomplishment of the purposes as stated in Article II, Section 1 of the Bylaws. No Officer, Committee or Club Representative shall make any policy or rule change that is retro-active in nature.

Section 2. Officers

Officer's shall consist of the President, Vice-president, Secretary, and Treasurer.

Section 3. Duties of Officers

A. President

The President shall provide leadership to the club, its membership and the executive committee. The President shall preside at all meetings of the club and at all meetings of the Executive Committee. The President shall also be responsible for the recruitment of interested and qualified members to chair various committees of the club as required.

B. Vice President

The Vice President shall preside in the absence of the President. The Vice President shall plan meeting programs and workshops working in concert with the Activities Committee to plan the activities for the year. He/she shall be in charge of community relations, informing local publications of ASC programs and notifications, attracting new members, and helping to retain present members. The Vice President shall work with the other officers to devise plans and projects to accomplish these goals.. At the last Executive Board Meeting of the year, The Vice President, with Executive Board approval, will designate the members of the Activities committee for the coming year.

C. Secretary

The Secretary shall keep a record (minutes) of all meetings of the club and of the Executive Committee and other club correspondence as assigned. The Secretary shall preserve in a permanent file all records and letters of value to the club to be transferred to the successor at close of term of office. The Secretary shall maintain the official membership roster using inputs from the Treasurer. The Secretary shall keep a record of all visitors in attendance at each meeting with names provided by the Hospitality Chair. The Secretary shall also prepare a resume of the activities of the club at the end of the year to be added to the club record book.

D. Treasurer

The Treasurer shall have charge of all moneys of the club. He/she shall pay all bills and shall keep an itemized record, including the two preceding years in a permanent file of receipts and expenditures. The Treasurer shall prepare an annual financial report and budget for the coming year. The budget shall be approved by the Executive Committee and shall be included in the January newsletter. For items not budgeted, the Treasurer shall be authorized to make expenditures up to \$25.00. The President or the membership shall approve such expenditures above \$25.00. The Treasurer shall turn over to his/her successor, within ten days of vacating the office, all books, records, moneys and bank accounts. The Treasurer shall start necessary procedures for changing bank account signatures. The Treasurer shall provide to the Secretary an accurate list of names and addresses of all members. The Treasurer shall maintain an inventory and location of ASC property.

Section 4. Executive Committee

The Executive Committee shall be composed of the elected officers: President, Vice President, Secretary and Treasurer; the Activities Chair, Competition Chair, and other committee chairs as deemed necessary. The Executive Committee shall meet in November to approve the financial report, proposed budget, activities and the competition rules and schedule for the coming year. The Executive Committee shall meet at least one other time during the year. Six members shall constitute a quorum. Decision of the Executive Committee shall be ratified by a majority vote of the members present at a regular or special meeting.

Section 5. Nominating Committee

At the October meeting, the President shall appoint a committee to submit nominations for officers to the general membership. The Committee shall present the names such of nominees at the November meeting.

Section 6. Standing Committees

A. By-laws Committee (only when needed)

When required by the membership the President shall appoint a By-laws Committee. It shall be the duty of the Committee to prepare By-law changes at the request of the president or Executive Committee and to present them to the membership for ratification.

B. Activities Committee

The Activities Committee shall work in concert with the Vice President in the execution of the Activities program. The duties of the Activities Committee, working in concert with the Vice President may include, but are not limited to, the planning of field trips, photo scavenger hunts, picnics, awards banquets and exhibitions. The Activities Committee shall provide information to the Vice President in time to enable the Vice President to provide announcements to the newsletter, web site, newspaper, and other media two weeks before the club meeting prior to the activities.

C. Competition Committee

The Competition Committee shall, with the approval of the Executive Committee, set the Rules, Assignments and Schedule for Competition. After approval, any changes shall be announced to the membership at the following club meeting and shall include the date upon which the changes become effective. Changes may not become effective earlier than the second competition date after announcement, except by majority vote of members attending the announcement meeting. The Competition Rules, Assignments and Schedule shall be published separate from these by-laws in all club forums including, but not limited to the newsletter and website.

Section 7. Club Representatives

A. Newsletter Editor

The Newsletter Editor shall produce and supervise the printing and mailing of a monthly bulletin starting with the February issue. The name of the club bulletin shall be "The Austin Shutterbug". In addition to editing the monthly bulletin, the Newsletter Editor may, at the request of the President or Executive Committee, be called upon to perform other duties relating to publication and mailing. The Newsletter Editor shall work with the Web Master to coordinate information on the club and club activities.

B. Web Master

The Web Master shall be responsible for the design and maintenance of the web site. He/she shall represent the needs and desires of the club on the club web site. The Web Master shall work with the Newsletter Editor to coordinate information on the club and club activities.

Section 8. Nomination & Elections

A. At the November meeting, officers shall be elected by the club membership. Each Officer shall hold office until the newly elected officer takes office. Nominations may be made from the floor. New officers shall be installed at the meeting in December and their duties shall commence in January.

B. Any member in good standing shall be eligible to hold office.

C. Only a member in attendance at the November monthly meeting may vote in the election of officers.

Section 9. Vacancies.

In case of death, inability to serve, or resignation of the President, the Vice-President shall become President. The Executive Committee shall fill all other vacancies.

ARTICLE VI Meetings

Section 1. Regular meetings shall be held on the 1st Thursday of each month.

Section 2. One-third of the members of the club shall constitute a quorum at any regular meeting.

ARTICLE VII Finances

Section 1. The Treasurer shall be responsible for the club's annual finances and budget for each year as specified by ARTICLE V, Section 3, C. Officers, Committees and Club Representatives shall be expected to limit their expenditures to the amount budgeted.

Section 2. Dues are for the calendar year from January through December and are payable in January and become delinquent after the February meeting. Those whose dues have not been paid by February 28 shall be dropped from membership.

Section 3. The Executive Committee shall determine the amount of dues with recommendations by the Treasurer. The amount shall be approved by the membership at a regular meeting. The amount of dues shall be published in the Club Directory or Bulletin.

ARTICLE VIII Changes to By-Laws

Section 1. By-laws may be adopted, amended or repealed by two-thirds vote of members present at any regular meeting, provided notice of the proposed change shall have been given at a previous meeting.

Section 2. By-law revisions that clarify, but do not change the meaning of the existing By-laws may be approved by a majority vote of the Executive Committee with ratification by the membership.

ARTICLE IX Changing the By-Laws

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Section 2. By-law revisions that clarify, but do not change the meaning of the existing By-laws may be approved by a majority vote of the Executive Committee with ratification by the membership.

ARTICLE X

Dissolution

Section 1. If, at a regular meeting of the AUSTIN SHUTTERBUG CLUB, a motion is made and seconded that the club disbands, members shall, at the next meeting, vote on the motion in person or by written proxy. If the motion carries by majority of members voting, the treasurer shall within thirty (30) days, collect all funds owed the club, pay its outstanding debts and distribute the remaining assets equally among the paid members