

SAN JOAQUIN VALLEY CAMERA CLUB COUNCIL

BYLAWS – Revised 1/11/2015

ARTICLE I: MEMBERSHIP

1. Any bona fide camera club in the San Joaquin Valley is eligible for membership. Such membership shall be effective upon approval by the Board of Directors of a written application for membership.

ARTICLE II: DUES

1. The member clubs are not assigned annual dues.

ARTICLE III: DUTIES OF OFFICERS

1. President
 - a. Preside at all business and competition meetings.
 - b. To call and preside at such special meetings as he/she, or the Directors, may deem necessary.
 - c. Receive and when necessary, transmit to the individual clubs all important communications addressed to the Council.
 - d. Supervise receipt and disbursement of Council funds as authorized by the Board of Directors.
 - e. Appoint for the Board's confirmation the various division and committee chairmen.
 - f. Secure meeting dates at the facility where Council competitions take place.
 - g. Perform other duties as are proper to the office, and not contrary to the Constitution.
2. Vice-President
 - a. To keep informed on Council matters and to act in place of the President when he or she is unable to attend to the duties of the office.
 - b. To receive the scores necessary to determine the Annual High Points awards, to receive the entries for the End of the Year Competition, have them judged, and to prepare the plaques and ribbons to be awarded for both sets of awards.
3. Secretary
 - a. Record and transmit to the various member clubs all decisions of the Officers or Directors that affect the conduct of Council Affairs.
 - b. Record and distribute to the Board members the minutes of all Council meetings.
 - c. Maintain a list of each member club's officers.
4. Treasurer
 - a. Keep a record of all council funds received and pay all bills as necessary.

- b. Prepare an annual operating budget.
- c. Coordinate with the Council's auditor for an annual audit.
- d. Maintain all financial records for seven years.
- e. At monthly meetings collect the entry and lunch fees.
- f. Prepare and file any necessary forms required by the state of California and the U.S Government including information necessary to maintain 501(C)3 status.
- g. Maintain separate bank accounts for both the council and the San Joaquin Valley International. This includes maintaining signature cards for two persons at the appropriate banks(s).

ARTICLE IV: BOARD OF DIRECTORS

1. In addition to the Officers, the Board will be composed of the Club Representatives, the Competition Division Chairs, the Newsletter Editor, the Digital Chairman, the Auditor, and the San Joaquin International Exhibition Chairman,
2. An officer may be removed from office for cause by a majority vote of the entire Board of Directors.
3. The Board will be responsible for:
 - a. Determining the annual program of the Council.
 - b. Administering the Council's budget
 - c. Electing the officers and ratifying the appointment of other positions within the Council.
 - d. Making such policies as are necessary to determine the rules for competitions, and other Council activities.
 - e. Overseeing the San Joaquin Valley International Exhibition of Photography, and the Council's participation in FotoClave.
 - f. Making sure that an annual audit is conducted.
4. The President will prepare and distribute an agenda prior to the annual business meeting.
5. Board meetings will be conducted using parliamentary procedures based on Roberts Rules of Order.
6. Each member club shall select a Representative to serve on the Board. The Representatives will be responsible for both informing their club members of the activities of the Council, and bringing to the Board any concerns raised by their club about the Council's actions.

ARTICLE V: AUDITOR

1. The auditor will audit the records of the Councils accounts at the end of each year and report the results to the Board at the January meet.

ARTICLE VI: COUNCIL NEWSLETTER EDITOR

1. The editor will publish, and provide to the member clubs, a Council Newsletter. This will be published, at least quarterly, and will contain notices of future meetings, the results of recent competitions, and other news of interest pertaining to the Council and its member clubs.

ARTICLE VII: DIVISION CHAIRMEN

1. Each of the competition Divisions will have an appointed chairman and alternate chairman.
2. The Chairmen are responsible for conducting the competitions for their Division. This will include collecting the entry fees, announcing each entry, and recording the scores.
3. A report of the scores for each competition will be compiled, and a copy sent to the President, Secretary, the Newsletter Editor, and each club Representative. After the last competition of the year, a final report is to be sent to the above individuals, plus the Vice-President, who is responsible for the End of the Year Awards.

ARTICLE VIII: SAN JOAQUIN VALLEY INTERNATIONAL EXHIBITION

1. The Council will sponsor the annual San Joaquin Valley International Exhibition of Photography.
2. The Board will appoint a Chairman responsible for overseeing the Exhibition and its budget which will be audited annually.