

# THE SASKATOON CAMERA CLUB INCORPORATED

## CONSTITUTION

### ARTICLE I NAME

Section 1. The name of the Corporation shall be The Saskatoon Camera Club Incorporated (hereinafter called The Club).

### ARTICLE II OBJECTIVES

Section 1. The objectives of The Club shall be:

- a. To promote fellowship among photography enthusiasts.
- b. To ~~endeavour to improve members~~ help members improve photographic skills through the sharing of ideas and experiences.
- c. To further the photographic education and interest of its members.
- d. To provide a centre around which members can group their activities.
- e. To promote photography by participating in community events.

### ARTICLE III MEMBERSHIP

Section 1. Any person interested in photography may apply for and be accepted as an active member of The Club as provided for in the Supplemental Bylaws.

### ARTICLE IV FISCAL YEAR

Section 1. The fiscal year of The Club shall be from April ~~First~~ 1<sup>st</sup> to March ~~Thirty-first~~ 31<sup>st</sup>.

### ARTICLE V GOVERNMENT

Section 1. The government of The Club shall be vested in a Board of Directors subject to the will of the membership. The Board of Directors shall be composed of ~~ten (10) members comprising~~ the Elected Executive Officers, ~~and the~~ Elected General Officers and the Appointed Officers.

Section 2. The Elected Executive Officers shall consist of President, Immediate Past President, Vice-President, Secretary and ~~Treasurer.~~ **Treasurer/Membership.** The Executive Officers shall be elected and/or appointed as prescribed by the Bylaws and shall hold office for a period of one year, or until their successors are duly elected and/or appointed ~~and qualified.~~

Section 3. The Elected General Officers shall consist of a ~~General Print Chairperson, Nature Print Chairperson, General Slide~~ **a Digital Chairperson and a Web Master.** ~~Nature Slide Chairperson and Membership Chairperson.~~ The General Officers shall be elected and/or appointed in the manner prescribed by the Bylaws and shall hold office for a period of one year, or until their successors are duly elected and/ or appointed ~~and qualified.~~

**Section 4. The Appointed Officers shall consist of Judging Chairperson, Awards Chairperson, Reserve Committee Chairperson, House Committee Chairperson, Social Convenor, Librarian-Archivist, Prairie Region of Photographic Art (P.R.P.A.) Representative, Canadian Association for Photographic Arts (C.A.P.A.) Representative and any other chairpersons or representatives as deemed necessary for the governing of The Club. These chairpersons and representatives shall be appointed by the Executive Officeers subject to ratification by the Board of Directors and shall be appointed for a period of one year.**

## **ARTICLE VI AMENDMENTS**

Section 1. This Constitution and the Supplemental Bylaws may be amended by a two-thirds majority vote of the members present at any Annual General, General or Special meeting of the membership, provided that written notice of the amendment or amendments has been delivered to each member in good standing at a club meeting or to the last known **postal or email** address of the member, at least ~~thirty~~ **(30) fourteen (14)** days prior to the date of such a meeting.

## **ARTICLE VII QUORUM**

Section 1. At any Annual, General or Special meeting of The Club twenty percent (20%) of the total members in good standing shall constitute a QUORUM.

## SUPPLEMENTAL BYLAWS

### OF THE SASKATOON CAMERA CLUB INCORPORATED

(Herein after called The Club)

#### ARTICLE I REGULAR CLUB SEASON

Section 1. The regular activities of The Club shall commence on ~~the First of~~ September 1<sup>st</sup> and continue to ~~the Thirty-first of~~ May 31<sup>st</sup> of the following year.

Section 2. The first meeting of The Club each year will normally be held on the first Tuesday following Labour Day in September. The last meeting of The Club in the regular club Season will ~~be the Awards Banquet to be held in May.~~ occur the last week in May.

Section 3. Other special activities outside the regular club season may be organized on an ad hoc basis as members deem desirable, but are not recognized as official Saskatoon Camera Club functions.

#### ARTICLE II MEMBERSHIP

Section 1. Eligibility. Any person interested in photography ~~and~~ who pays the ~~appropriate~~ established fees.

Section 2. Categories of memberships:

a. Single membership.

b. Family membership (two or more photographers in the same family).

~~c. Associate Family membership (one photographer with other members of the family interested participants).~~

c. Student membership (full-time Secondary or Post-Secondary Student).

d. Honorary Life membership (granted to members associated with The Club for twenty years or more).

~~f. Honorary membership (granted to members or other worthy persons deemed to have given outstanding service to The Club). Recommendations for Honorary membership may be made by any club member and must be approved by the Executive and Elected General Officers, and ratified by the membership.~~

Section 3. Membership Fees.

a. Membership fees for the various categories shall be set by a majority vote of the members at an Annual General, General or Special meeting of the membership.

b. The membership year shall be the same as the regular club season.

c. Fees for new members joining after December 31 shall be pro-rated on a monthly basis for the remainder of the regular club Season.

d. Memberships unpaid as of who have not paid fees by December 31<sup>st</sup> shall be terminated shall have their names removed from the membership list, with the restitution of membership on payment of the full annual fee only.

**ARTICLE III GOVERNMENT**

Section 1. The government of The Club shall be vested in a Board of Directors consisting of the Elected Executive Officers, ~~and the Elected General Officers~~ and Appointed Officers subject to the will of the membership.

Section 2. The ~~Elected~~ Executive Officers shall consist of the Immediate Past President, President, Vice-President, Secretary and ~~Treasurer~~ Treasurer/Membership. ~~They~~ The President, Vice President, Secretary and Treasurer/Membership shall be elected and/or appointed in the manner prescribed by these Bylaws and shall hold office for a period of one year, or until their successors are duly elected and/or appointed. ~~and~~ ~~qualified.~~

Section 3. The ~~Elected~~ General Officers shall consist of a ~~General Print Chairperson, Nature Print Chairperson, General Slide~~ a Digital Chairperson ~~Nature Slide Chairperson and Membership Chairperson~~ and a Webmaster They shall be elected and/or appointed in the manner prescribed by these Bylaws and shall hold office for a period of one year, or until their successors are duly elected and/or appointed. ~~and~~ ~~qualified.~~

Section 4. The Appointed Officers shall consist of a Judging Chairperson, Awards Chairperson, Reserve Committee Chairperson, House Committee Chairperson, Social Convenor, Librarian-Archivist, Prairie Region of Photographic Art (P.R.P.A.) Representative, Canadian Association for Photographic Arts (C.A.P.A.)

Representative and any other chairpersons or representatives as deemed necessary for the governing of The Club. These chairpersons and representatives may be appointed by the Executive subject to ratification by the Board of Directors and shall be appointed for a period of one year. The appointments may be made following the elections of the Executive and General Officers of The Club.

Section 5. The Board of Directors shall have control and management of the property and organization of The Club, subject to the will of the membership. Funds of The Club shall be withdrawn from the bank or banks in which they are deposited by the signatures of the President or the Vice-President together with the Treasurer. Any major expenditure in excess of \$750.00 shall be approved by a majority vote of the general membership.

~~Section 5. There shall also be the following Appointed Officers: Judging and Awards Chairperson, Viewfinder Editor, House Committee Chairperson, Social Convenor, Librarian Archivist, Prairie Region of Photographic Art (P.R.P.A.) Representative, and any other chairpersons or representatives as deemed necessary for the governing of The Club. These chairpersons and representatives may be appointed by the President subject to ratification by the Board of Directors and shall be appointed for a period of one year.~~

~~Section 6. The appointments may be made following the elections of the Executive and General Officers of The Club.~~

#### **ARTICLE IV ELECTIONS**

Section 1. An Election Meeting shall be held in ~~March~~ **May** at ~~which time there shall be~~ **to** elected a President, Vice-President, Secretary, ~~Treasurer, General Print Chairperson, Nature Print Chairperson, General Slide Chairperson, Nature Slide Chairperson and Membership Chairperson.~~ **Treasurer/Membership, Print Chairperson, Digital Chairperson and Webmaster.**

Section 2. The Nominations Committee shall consist of the Immediate Past President as Chairperson and at least two other members appointed by the President.

Section 3. The Nominations Committee shall, not less than ten

(10) days prior to the annual elections, decide upon a slate of candidates for all of the elected positions of the governing body. They shall select one or more candidates for each of the positions and shall approach nominees to obtain their willingness to serve before placing their names on the ballot.

~~Section 4. No person shall be eligible for election to the position of President or Vice President for more than five (5) consecutive full terms and all candidates must be members in good standing.~~

~~Section 5. No person shall be eligible for election to the positions of the other elected offices for more than five (5) consecutive full terms and all candidates must be members in good standing.~~

Section 4. No person shall be eligible for election to the positions of Executive Officers or General Officers for more than five consecutive full terms and all candidates must be members in good standing. If no qualified and experienced replacement is available for a position the five year stipulation shall be waived for one year.

Section 5. Incumbency in one office shall not render anyone ineligible for nomination and election to another, but no member may hold more than one elected office at the same time.

Section 6. Nominations from the floor of the Election Meeting will be accepted up to the time of the elections. All nominations cease prior to the ballot and a motion that all nominations cease shall be passed before the election commences.

Section 7. The Immediate Past President or a duly appointed and qualified successor shall serve as the Returning Officer and conduct the election and shall appoint the appropriate enumerators. No enumerator shall be a candidate for office.

Section 8. The sequence of elections shall be President, Vice-President then the other Elected Officers.

Section 9. The order of elections shall be:

a. All nominations cease.

b. ~~Election.~~ Election shall be by simple majority. The candidates receiving the majority of votes cast shall be declared elected.

c. ~~Ballot.~~ The election shall be by secret ballot and each member in good standing shall have one vote for each office of the election. No proxies will be recognized.

d. ~~The Returning Officer shall be entitled to one vote for each office.~~ The Returning Officer votes only in the event of a tie.

e. In the event that there is only one name submitted for any office, that candidate shall be declared elected by acclamation.

Section 11. Destruction of Ballots. There shall be a motion made, seconded, voted and carried that all ballots be destroyed. The ballots are then to be destroyed by the Returning Officer.

Section 12. The Elected Executive Officers and Elected General Officers shall take office ~~following the Awards Banquet in~~ at the end of the **Annual General meeting in** May.

## **ARTICLE V VACANCIES**

Section 1. In the event that the President is unable to continue in the office for any reason, that office shall be taken over for the unexpired portion of the term by the Vice-President. If, for any reason, the Vice-President is unable to take over the office, a special election shall be held for the purpose of electing a President for the unexpired portion of the term. The Secretary shall call a meeting for this purpose.

Section 2. Other vacancies in the Board of Directors may be filled by a vote of the Board, such officers to serve until the next elections of the Board of Directors.

## **ARTICLE VI MEETINGS**

Section 1. General Business meetings of The Club shall be the first meeting of the month, during the club season, unless otherwise decided by the Board of Directors.

Section 2. The last meeting in ~~April~~ **May** shall be the Annual General Meeting at which time reports of Officers,

Chairpersons, Representatives and Committees shall be received and the year's programme evaluated.

~~Section 3. The Awards Banquet shall be held no later than the first week in May unless otherwise decided by the Board of Directors of The Club.~~

Section 3. Elections for the Elected Officers of The Club for the forthcoming year shall be held ~~no later than the last meeting in March~~ in May.

Section 4. Meetings and Programs of The Club shall be held on Tuesday evenings ~~and will usually be the first three Tuesdays of each month in~~ during the regular season. Changes of date or place of the meeting or program shall be determined by general consensus of the membership. ~~and in consultation and agreement with the Administration of the Mendel Art Gallery. The fourth Tuesday of the month in the regular camera club season will usually be devoted to judging the designated photographic clinics during the year.~~

Section 5. Special meetings may be called at the discretion of the President.

Section 6. Special meetings of The Club shall be called by the President at the written request of no ~~less~~ fewer than ten (10) members in good standing.

Section 7. At any Annual General, General or Special Meeting twenty percent (20%) of the total members in good standing shall constitute a **QUORUM**.

## **ARTICLE VII BOARD OF DIRECTORS MEETINGS**

~~Section 1. Board of Directors Meetings shall be called at the discretion of the President.~~

Section 1. The Board of Directors shall meet as frequently as necessary to conduct the business of The Club in an efficient and effective manner, but no fewer than eight meetings in the May to May year in office. Meetings shall be called at the discretion of the President. In the event that a **QUORUM** of the Board cannot be assembled in time to consider urgent matters that may arise, the President and at least two of the Executive Officers may



meet in person, via telephone conference or email exchange to make and implement decisions. The actions taken shall be presented and reviewed at the next Board meeting.

Section 2. Board of Directors Meetings shall be called by the President at the request of no ~~less~~ fewer than three (3) members of the Board of Directors.

Section 3. Board of Directors Meetings of The Club shall consist of the Elected Executive Officers, ~~and~~ Elected General Officers and the Appointed Officers.

~~Section 4. At the discretion of the President, Board of Directors Meetings may include Appointed Officers of The Club.~~

~~Section 5. At least three meetings during the year shall be a combined meeting of the Elected Officers and Appointed Officers. These three meetings could be held in August, January and April. The April meeting will be a joint meeting of the outgoing and incoming Boards.~~

Section 4. At any Board of Directors Meeting of Elected Officers only, fifty percent (50%) of the total Elected Officers shall constitute a **QUORUM**.

~~Section 7. At any Board of Directors Meeting including Elected and Appointed Officers, fifty percent (50%) of the total of Elected and Appointed Officers shall constitute a **QUORUM**.~~

## **ARTICLE VIII THE CAMERA CLUB REGULAR SEASON**

Section 1. The regular activities of The Club shall commence on the first Tuesday of the first week of September and end on the ~~Thirty first~~ during the last week of May.

Section 2. The headquarters and meeting place of The Club shall be in such a place as the officers of The Club have ~~been able to arrange~~ determined. ~~subject to the ratification of the membership until such time as a permanent location and facility has been acquired and put into operation~~

~~Section 3. Programme Committee. A Programme Committee consisting of the President, Vice President, General Print Chairperson, Nature Print Chairperson, General Slide Chairperson and Nature Slide Chairperson shall be formed. The Committee shall be responsible for the development of a programme for the club year. The programme is to be complete, approved by the Board of Directors and be ready for distribution by the first week in July.~~

Section 3. ~~Competitions and Clinics.~~ Competitions and Clinics shall be held as provided in the Rules and Regulations governing Competitions and Clinics.

Section 4. ~~Judging.~~ Judging of the competition and clinic entries shall be done according to the Rules and Regulations governing Competitions and Clinics.

Section 5. ~~Awards.~~ Awards (Trophies, etc.) shall be granted according to the Rules and Regulations governing Competitions and Clinics and presented at the Awards ~~Banquet event~~ in May.

#### **ARTICLE IX DUTIES OF THE ~~ELECTED~~ OFFICERS OF THE CLUB**

Section 1. The Officers of The Club shall meet at the call of the President to conduct the business of The Club and make decisions on a simple majority vote. At any Board of Directors meeting fifty percent (50%) of the ~~elected~~ officers shall constitute a **QUORUM**.

Section 2. The Immediate Past President shall: assist the governing body in administering the affairs of The Club; provide continuity from one year's executive to another; act as Chairperson of the nominating committee; present a slate of officers to the General meeting in ~~March, and~~ **May**; assume the role of Returning Officer for election of officers; **be custodian of THE SASKATOON CAMERA CLUB INC. CONSTITUTION and other documents, rules and regulations (such as Duties and Folders) necessary for the operation of The Club and ensure, in consultation with the secretary, that current editions are available for distribution as needed.**

Section 3. The President shall: preside at all business meetings of The Club; call all such meetings as are necessary and as required; endeavour to assume active leadership at all

times; administer the affairs of the organization; ~~make all committee Chairperson appointments;~~ approve all bills before payment; approve all official matters to be published or sent out for publication by The Club; represent The Club in communications dealing ~~with the Board and/or Administration of the Mendel Art Gallery~~ with the media or other authorities and agencies that contact The Club; ~~and~~ prepare a written report of The Club's activities and of the President's stewardship, and present it at the Annual General Meeting.

Section 4. The Vice-President shall: assist the President in providing active leadership and assist in the administration of the affairs of the organization; perform such reasonable duties as are requested by the President; preside over all meetings of The Club in the absence of the President or at the request of the President; ~~and~~ be in charge of publicity for The Club. Should the President be unable to continue in office, the Vice-President will assume the duties of the office of President for the unexpired term.

Section 5. The Secretary shall: keep a full record of the proceedings of all the meetings of The Club (including Board of Directors meetings) and provide copies of all minutes as required; conduct and file all correspondence; in consultation with the Immediate Past President, **ensure** that copies of the Constitution and other Club documents rules and regulations are available for distribution as needed ~~and~~; fulfil any other duties ~~not specified but which are usually required of that office.~~ as requested by the Executive

Section 6. The Treasurer/**Membership**.

**As Treasurer shall: act as custodian of all monies and securities of The Club; deposit monies and securities in a banking institution approved by the Executive; sign cheques with the co-signature of the President or Vice-President; pay all bills and expenditures approved and authorized by the President and/or Board of Directors; make a detailed account of all receipts and disbursements; arrange to have the annual financial statement audited; make an annual written financial report to The Club; collect all membership fees; notify members who are in default of payment.**

**As Membership shall: keep an up-to-date record of membership; prepare and distribute a membership list to each Officer of the Club as early in the Club Regular**

Season as possible; accept membership fees and distribute official and authenticated membership cards; remind members of membership fees due; remind members of non-payment of dues and terminate memberships in accordance with Supplemental Bylaw Article II, Section 3d.; distribute and collect name tags at meetings and special functions; welcome members and advise new members of the programme and the various activities of The Club; keep a record of The Club Honorary Life Members; develop and organize membership drives.

Section 7. The ~~General~~ Print Chairperson shall: collect and organize print entries for ~~General Print Clinics~~; assist in collecting and organizing entries for Year End Competitions; provide Judging and Awards Chairpersons with ~~written~~ results of the clinics and competitions; assist at meetings pertaining to ~~General Print Clinics~~ and Year End Competitions; return print entries to club members.

~~Section 7. The Nature Print Chairperson shall: collect and organize print entries for Nature Print Clinics; assist in collecting and organizing entries for Year End Competitions; provide Judging and Awards Chairperson with written results of the clinics and competitions; assist at meetings pertaining to Nature Print Clinics and Year End Competitions and return print entries to club members.~~

Section 8. The ~~General Slide~~ Digital Chairperson shall: collect and organize ~~slide~~ entries for ~~General Slide Clinics~~; assist in collecting and organizing entries for Year End Competitions; provide Judging and Awards Chairpersons with ~~written~~ results of the clinics and competitions; assist at meetings pertaining to ~~General Slide Clinics~~ and Year End Competitions. ~~and return slide entries to club members.~~

Section 9. The Webmaster shall: set up and maintain The Saskatoon Camera Club website and all aspects of it; update it on a regular basis; keep membership informed by emails of any program changes or special announcements and; assist with programme planning for the next year.

~~Section 9. The Nature Slide Chairperson shall: collect and organize slide entries for Nature Slide Clinics; assist in collecting and organizing entries for Year End Competitions; provide Judging and Awards Chairperson with written results of the clinics and competitions; assist at meetings pertaining to Nature Slide Clinics and Year End Competitions and return slide entries to club members.~~

~~Section 10. The Membership Chairperson shall: keep an up to date record of membership; prepare and distribute a membership list to each member as early in the Club Regular Season as possible; in co operation with the Treasurer accept membership fees and distribute official and authenticated membership cards; remind members of membership fees due; remind members of non payment of dues and terminate memberships in accordance with Supplemental Bylaw Article II, Section 3d.; distribute and collect name tags at meetings and special functions; welcome members and advise new members of the programme and the various activities of The Club; keep a record of The Club Honorary Life Members and Honorary Members; and develop and organize membership drives.~~

#### **ARTICLE X DUTIES OF THE APPOINTED OFFICERS OF THE CLUB**

~~Section 1. The Appointed Officers of The Club shall: meet at the request of the President together with the Elected Officers of The Club to conduct the business of The Club; make decisions based on a simple majority vote of the total of elected and appointed officers present at a meeting. At any combined meeting of the Elected Officers and Appointed Officers fifty percent (50%) of the total officers shall constitute a **QUORUM**.~~

Section 1. The Judging and Awards Chairperson shall: arrange for the time and place for the judging of ~~prints and slides~~ **entered entries** in The Club's clinics and competitions; ~~see~~ **ensure** that The Club's clinic and competition rules and regulations are adhered to by both competitors and; be responsible for arranging for ~~outside judges~~ **the judging** for clinic and competition sessions. ~~be responsible for ensuring that the outside judge (or a suitable substitute) of the clinic sessions will be the commentator/critic at the results/general meeting following the clinic judging; arrange for two club members as judges for the clinic judging sessions.~~

Section 2. The Awards Chairperson shall: receive from the Print and ~~Slide~~ **Digital** Chairpersons complete ~~written~~ results of all clinics and competitions; determine to whom the various club awards shall be presented at the end of season in accordance with The Club's clinic and competition rules and

regulations; arrange for the purchase, ~~engraving and/or printing, etc of the various plaques, trophies and~~ **and printing of Certificates of Achievement and** ribbons that are designated and; organize the program ~~of and~~ presentation at the Awards ~~Banquet~~ **event**.

**Section 3. The Reserve Committee Chairperson shall: be the contact person with appointed advisors; have authority for contacting financial institutions holding deposits and securities of the committee; be responsible for calling the mandatory annual meeting and other meetings that are deemed necessary; ensure that agendas and minutes are prepared and circulated; prepare financial reports to the committee; present a year end report at Annual General Meeting.**

Section 4. The House Committee Chairperson shall: be responsible for the care and maintenance of The Club's equipment; arrange to have equipment and seating set up before each meeting; ~~see~~ **ensure** that equipment is put away and safely stored after each meeting; work with the Librarian/Archivist to provide and maintain an inventory of all photographic items and equipment belonging to The Club and; attend to the good working order of all ~~the~~ items and equipment that belongs to The Club.

Section 5. The Librarian/Archivist shall: maintain an inventory of all books and publications in The Club library; ~~keep a record of all borrowers, be in charge of the magazine exchange and sale,~~ work with the House Committee Chairperson to provide and maintain an inventory of all photographic items and equipment belonging to The Club; organize and maintain the archives of The Club and; arrange ~~that a slide~~ **digital** record of award winning ~~prints and slides~~ **entries be made which is** catalogued and maintained with other archival material.

~~Section 5. The Viewfinder Editor shall: gather club news and photography articles and publish a magazine VIEWFINDER about three times during the regular club season; and print a bulletin as frequently as deemed necessary by the President and Executive.~~

Section 6. The Social Convener shall: **purchase supplies and** organize coffee breaks ~~and lunches when required at regular meetings of The Club;~~ make arrangements for the Annual Christmas Party ~~and;~~ **make arrangements for the** Annual Awards ~~Banquet date, time, place, menu and cost~~ **event**.

Section 7. The Prairie Region Photographic Arts (P.R.P.A.) Representative shall: conduct the correspondence with P.R.P.A.; collect P.R.P.A. membership fees and forward them to P.R.P.A. Membership Chairperson; notify Saskatoon Camera Club members of P.R.P.A. competitions and other events; arrange for the collection and forwarding of competition entries.  ~~; and obtain slide sets from P.R.P.A. for use by The Saskatoon Camera Club.~~

Section 8. The Canadian Association for Photographic Arts (C.A.P.A.) Representative shall: conduct the correspondence with C.A.P.A.; collect C.A.P.A. membership fees and forward them to C.A.P.A. Membership Chairperson; notify Saskatoon Camera Club members of C.A.P.A. competitions and other events; arrange for the collection and forwarding of competition entries.

#### **ARTICLE XI COMMITTEES OF THE CLUB**

Section 1. The Board of Directors  ~~or the President, with the approval of the Board of Directors,~~ shall determine the committees deemed proper and necessary to fulfil the objectives of The Club.

Section 2. All Committee Chairpersons must be approved by the Board of Directors.

Section 3. The President and Vice-President shall be ex-officio members of all committees.

Section 4. There shall be the following standing committees:

a. The Reserve Fund Committee.

i. The sole function of the Reserve Fund Committee shall be to manage and maintain The Saskatoon Camera Club Reserve Fund. The committee shall devise strategies for the prudent and profitable investment of the funds and shall implement their proposals.

ii. The committee shall consist of the President, Treasurer and three persons elected from the general membership. The three general members of the committee shall be elected at the Election meeting in March. For the first election of the three members, one shall be elected for a one year term, one shall be

elected for a two year term and one elected for a three year term. Thereafter for subsequent elections members shall be elected for two year terms.

iii. The committee shall meet formally at least once a year, select a chairperson and provide financial details for the Annual Year End Financial Report.

iv. No person shall be elected to the committee for more than three consecutive terms and all candidates must be members of The Club in good standing.

v. Signing authority for the committee for all financial transactions shall be any two signatures of the following:- the Treasurer, the President or ~~a designated elected member (the designated elected member to be selected each year by the committee at its first meeting)~~ the Committee Chairperson.

vi. In the event there is a vacancy the position may be filled by a club member selected by the Board of Directors and shall serve until the next election of members.

~~b. The Programme Committee.~~

~~i. The Programme Committee shall develop the programme for the regular club season.~~

~~ii. The programme is to be presented to the Board of Directors for ratification and should be approved and prepared by the first week in July.~~

~~iii. The Committee shall consist of the President, Vice President, General Print Chairperson, Nature Print Chairperson, General Slide Chairperson, and Nature Slide Chairperson.~~

b. The Program/Brochure Committee.

i. No later than January of each regular Saskatoon Camera Club season the President shall appoint, with the approval of the Board of Directors, a Program/Brochure Committee. The committee shall be composed of members from the Board of Directors and any members interested in program development. The first meeting shall be called by the President and the first item of business shall be to select a chairperson.

ii. The Committee shall be responsible for the development of a program and brochure for the following



club season. The brochure is to be complete, approved by the Board of Directors and be ready for distribution by the first week in July. To this end, the committee should prepare and present a survey of the members to determine: the programs, guest speakers and activities that were popular; subjects that members would like to have included; names of guest speakers recommended by members.

Section 5. Other committees may be appointed, from time to time, as deemed necessary by the President or the Board of Directors.

## **ARTICLE XII THE SASKATOON CAMERA CLUB RESERVE FUND**

Section 1. The Saskatoon Camera Club shall establish a SASKATOON CAMERA CLUB RESERVE FUND hereinafter called The Fund.

Section 2. The purpose of The Fund shall be:

- a. To have a financial capital asset as an emergency reserve fund.
- b. To have a financial capital asset to generate and earn additional monies for special use by The Club.

Section 3. Management of The Fund.

The Fund shall be maintained separately from the club treasury and shall be managed by the Reserve Fund Committee as constituted in Article XI Section 4.

Section 4. The Contents of the Fund.

The Reserve Fund shall consist of:

- a. All monies in The Saskatoon Camera Club Headquarters Fund as of 27 April 1999.
- b. Earnings and profits derived from investments of the capital assets as designated in Section 5b.
- c. Monies transferred to The Fund from the club treasury at the discretion of the Board of Directors and members.

d. Monies derived from club money-making activities with the amount being determined by the Board of Directors and members.

e. Gifts, donations and bequests from club members and other friends of The Saskatoon Camera Club.

#### Section 5. Operation of The Fund.

a. The capital assets of The Fund may only be withdrawn **in extremely special circumstances**, in whole or in part, at the recommendation of the Board of Directors with the assent of two-thirds of the membership present and voting at a General, Special or Annual General Meeting, provided that ~~written~~ notice of the recommendation and the time and date of the meeting has been ~~given at a minimum of two regular meetings immediately prior to the General, Special or Annual General Meeting at which the proposed action is to be presented.~~ **delivered to each member in good standing at a club meeting or to the last known postal or email address of the member, fourteen (14) days prior to the date of such a meeting at which the proposed action is to be taken.**

b. At any Annual General, General or Special Meeting twenty percent (20%) of the total members in good standing shall constitute a **QUORUM**.

c. The yearly earnings and profits of The Fund may be spent on a worthy annual event, occasion, project or piece of equipment at the recommendation of the Board of Directors with the assent of a simple majority of the membership at a regular meeting of The Saskatoon Camera Club, provided notice of the proposed expenditure has been given at the previous regular meeting. If no expenditure on a worthy event, occasion, project or piece of equipment is proposed, the earnings and profits may be carried forward for use in subsequent years or added to the capital of The Fund.

d. All monies transferred to, or otherwise acquired by The Fund subsequent to April 27 1999 shall become part of the capital assets of The Fund and subject to the investment decisions of the Fund Committee.

e. Except for yearly interest and earnings, the Fund Committee may save or invest all or any capital part of the Fund as it sees fit. Investment of interest and earnings may be made subject to conditions in Article XII Section 5b.

f. The Fund Committee may, at any time, for investment purposes, transfer all or any part of the capital assets of the Fund to any financial institution as it sees fit.

Section 6. Final Dissolution of The Fund.

In the event of the dissolution of The Saskatoon Camera Club, the assets of the Reserve Fund shall be transferred and added to the other assets of The Club and shall be disposed of as set out in Article XV Section 1 and Section 2 of the supplemental Bylaws.

#### **ARTICLE XIII OFFICIAL RESOLUTIONS AND PRESENTATIONS**

Section 1. Any representation, resolution or presentation which is to be made to any persons, organizations, departments, governments or any other agency must be approved by a two-thirds vote of the Board of Directors of The Club.

#### **ARTICLE XIV DELEGATIONS**

Section 1. Any and all delegations or representatives of The Club as may be deemed necessary, shall be appointed by the Board of Directors to represent The Club at any convention, meeting or assembly.

Section 2. Such delegations shall exercise only those duties specifically invested in them by the Board of Directors and shall, on completion of their assignment, present a ~~written~~ report to the Board of Directors and the membership. If financial assistance, in part or in whole, has been accorded to the delegation, a financial report shall be included.

#### **ARTICLE XV DISSOLUTION OF THE SASKATOON CAMERA CLUB**

Section 1. In the event of the dissolution of The Saskatoon Camera Club all assets and funds of The Club shall be transferred to other non-profit organization(s) interested in photography, or similar worthy institution(s).

Section 2. The decisions to be made with regard to Article XV, Section 1. of these Supplemental Bylaws, are to be made at a Special Meeting of the membership properly called, duly constituted and procedures correctly followed as in Article XVI, Section 1. and Article XVII, Section 1. of the Supplemental Bylaws.

**ARTICLE XVI AMENDMENTS**

Section 1. These Supplemental Bylaws may be amended by a two-thirds majority of the members present at any Annual General, General or Special meeting of the membership, provided that ~~written~~ notice of the proposed amendment or amendments has been delivered to each member in good standing at the last known **postal or email** address of the member or at a meeting of The Club, at least ~~thirty (30)~~ **fourteen (14)** days prior to the date of such a meeting.

**ARTICLE XVII RULES OF ORDER**

Section 1. Robert's Rules of Order shall govern the proceedings of all meetings of The Club and its constituent parts, except as provided in these Supplemental Bylaws.

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This 2016 edition of The Saskatoon Camera Club Constitution and Bylaws was revised to include all amendments passed previously.

**Saskatoon, January, 2016**