

Bylaws

Article I Name

1. This organization shall be known as The Villages Photography Club and hereafter referred to as the “Club.”
2. This Club operates in The Villages as a lifestyle club and is governed by the rules set forth by The Villages for all lifestyle clubs.

Article II Purpose

The purpose of this Club shall be to:

1. Create a members-governed environment for the sharing and enjoyment of photography.
2. Encourage members to capture life’s moments and to create art through photography.
3. Help members advance in their photographic skills.
4. Help members advance in their camera skills.
5. Help members learn post process techniques.

Article III Membership

1. Members must be residents of The Villages.
2. The club is open to all skill levels.

Article IV Dues

1. Dues shall be assessed annually in each calendar year.
2. Dues are due in the first month of the calendar year.
3. Dues amounts may be changed by a simple majority vote of the Board.
4. Dues paid will apply until the end of a calendar year.
5. Dues shall be refundable under special circumstances.

Article V Meetings

1. The Club shall meet twice a month.
2. Regular Club meetings begin in September and finish in May.
3. Mentoring sessions may continue throughout the summer months.
4. Other programs, workshops, and field trips may be scheduled throughout the year.

Article VI Meeting Format

1. The format of meetings shall not be fixed but should be made up of a combination of presentations, critique sessions, mentoring sessions, hands on training and information sharing.
2. Once per quarter, the meetings will include a formal business session to keep the members informed about the status of the Club.

Article VII Board Members

1. The Board consists of the following officers and former officers of the Club (hereinafter referred to as “The Board”):
 - A. President (elected for 2-year term)
 - B. Vice President (elected for 2-year term)
 - C. Secretary (elected for 2-year term)
 - D. Treasurer (elected for 2-year term)
 - E. Past Presidents
 - F. Any Member nominated and approved by the Board
2. There are no term limits for any office.
3. All members of the Board shall have equal voting rights on all issues.

Article VIII Elections of Officers

1. Elections of officers shall take place by club members in a simple majority vote.
2. Nominations shall occur at the first meeting in April.
3. Following the nominations, the Secretary shall compile the list of names (by position) and email the list to members.
4. Elections shall take place at the first meeting in May.
5. Officers may be removed via a simple majority vote of the membership.
6. Replacement officers shall be elected by club members in a simple majority vote.

Article IX Board Meetings

1. Board meetings will be held at least quarterly, at a date and time agreeable to the majority of Board members.
2. Club members are welcome to attend board meetings, however; only officers shall have voting rights.
3. Board actions shall be communicated to members.

Article X Roles and Responsibilities

1. President

Duties of the President shall include:

- A. Being a full time resident of The Villages
- B. Serving as a voting member on the board.
- C. Acting as the Club spokesperson.
- D. Leading the agenda for each Board Meeting.
- E. Sharing the responsibility for leading club meetings and setting the club meeting agendas.
- F. Signing and executing non-financial contracts on behalf of the club.
- G. Acting as Liaison with The Villages and its residents.
- H. Providing timely communications to club members and the Board.
- I. Serving as one of two Club contacts on file with The Villages Recreation Department and assigning another board member to be the second contact.

2. Vice President

Duties of the Vice President shall include:

- A. Serving as a voting member on the Board.
- B. Serving the duties of the President in his/her absence.
- C. Sharing responsibility for leading club meetings and setting the club meeting agendas with the President.
- D. Co-signing all club bank and investment accounts and all contracts requiring an expenditure of funds.

3. Secretary

Duties of the Secretary shall include:

- A. Being a full time resident of The Villages
- B. Serving as a voting member on the Board.
- C. Maintaining records of the minutes of all Board meetings.
- D. Sending the list of nominees during election process to Club Members.

4. Treasurer

Duties of the Treasurer shall include:

- A. Being a full time resident of The Villages.
- B. Serving as a voting member on the Board.
- C. Maintaining the Club's financial records and funds.
- D. Paying out funds as authorized by the Board.
- E. Preparing a financial report for all regularly scheduled Board meetings detailing income and expenditures to date.
- F. Acting as Signatory on all Club bank and investment accounts.

5. Field Trip Director

Duties of the Field Trip Director shall include:

- A. Planning the schedule of field trips.
- B. Coordinating the execution of field trips and photo walks.

6. Mentoring Group Director

Duties of the Mentoring Group Director shall include:

- A. Preparing the schedule and the execution of mentoring programs.
- B. Lead the mentoring sessions during Club meetings.

7. Florida Camera Club Council (F3C) Director

Duties of the F3C Director shall include:

- A. Acting as the primary interface between the Club and the F3C.
- B. Keeping members informed about F3C Print and Digital competitions.
- C. Gathering prints from members and submitting them to the F3C.
- D. Announcing all competition winners and awards.

8. Showcase Director

Duties of the Showcase Director shall include:

- A. Planning and execution of the Club's annual showcase.
- B. Working with the Recreation Center to procure the space needed for the Showcase.
- C. Allocating the space contracted for the Showcase.
- D. Collecting the applications and payments for Showcase space. Assigning members to available spaces.

9. Membership Director

Duties of the Membership Director shall include:

- A. Attending each meeting to greet potential members, recruiting those potential members, and completing membership documents.
- B. Accepting dues payments from members and giving payments to the Treasurer.

Article XI Planning Committee

1. The planning committee is a standing committee of the Club and shall meet at the discretion of the Board.
2. The Planning Committee consists of the following individuals or groups:
 - A. Board Members
 - B. Field Trip Director
 - C. Mentoring Group Director
 - D. Florida Camera Club Council Director
 - E. Showcase Director
 - F. Membership Director
 - G. Any Member nominated and approved by the Board.
3. This Group will schedule future meeting programs, mentoring sessions, field trips, workshops and other activities.

Article XII Amendments

Proposed additions, amendments, or revocations to the Bylaws may be initiated either by the Board or by a petition signed by twenty five percent (25%) of the eligible Club members. Such amendments must be approved by a (2/3) two-thirds majority vote of the membership present at the meeting in which the vote is taken. Upon such approval, the addition(s), amendment(s) or revocation(s) shall be incorporated into the Bylaws

Article XIII Disclaimer

For the effective operation of the Club, in the conducting of all activities:

1. Each person participating in any Club-sponsored event does so of his/her own accord and at his/her own risk. The Club and its elected officers and appointed chairs assume no responsibility for the personal safety of the participants or the safety of any equipment or photographs of those who do participate.
2. Participants assume all risks involved and will not hold the Club, elected officers or appointed chairs responsible.

Article XIV Expenditures

1. Any purchase, service or vender requiring payment over \$300 must have approval by the majority of the Board.
2. The Treasurer has the authority to pay Club members for expenses incurred on behalf of the Club up to \$299 as long as supporting receipts or invoices are provided.
3. All check reimbursements to either the Treasurer, Vice President or other designated signee on the Club checking account requires a different designated signee to issue and sign the check.

Revisions:

First Edition 8/3/2021