

Susquehanna Valley Shutterbugs

By-laws

1. Title

The name of the club shall be Susquehanna Valley Shutterbugs

2. Affiliation

The club shall not be affiliated with any other organization.

3. Objective

The club shall be a non-profit club. The objective of which will be to promote and perpetuate amateur photography as an enjoyable form of recreation and a recognized art form.

4. Membership

Membership shall be open to the public. Members shall be those who have paid annual dues. Only members shall be eligible to vote at meetings, hold office, and participate in any regular club exhibit unless otherwise specified in the rules of such exhibit. Membership can be revoked for just cause by a two-thirds vote at any regular meeting, dues to be refunded on a pro-rated basis.

5. Elected Officers

Elected officers of the club shall be president, vice president, secretary and treasurer. Officers will be members in good standing whose annual dues have been paid in full. Officers will be elected for a one year term beginning in January.

6. Appointed Chairperson

Before the first meeting of the club year, the president with majority approval of the executive committee shall appoint a chairperson responsible for special functions.

7. Executive Committee

The Executive Committee shall consist of the elected officers and the immediate past president. The Executive Board shall meet at the call of the President or majority of the Executive Committee as often as necessary to transact the business of the club.

8. Parliamentary Procedures

Robert's Rules of order shall be parliamentary rules of procedures for those matters not covered in the by-laws.

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9. Duties of Officers

President - It shall be the duty of the President to preside over all meetings of the club and executive meetings and to perform all the usual duties of this office. In the absence of the President, the presiding officer shall be the first elected officer present in the order given in section 5.

Vice President - The Vice President shall assist the president and other elected or appointed officers as deemed necessary by the executive committee. The Vice President shall insure that all rules of the by-laws are observed.

Secretary - The Secretary shall keep concise minutes of regular club meetings and executive meetings. The Secretary shall maintain and have available at regular meetings the records of the club for the current year including all pertinent paperwork of the club. All these shall be transmitted to the Secretary's successor in a prompt manner.

Treasurer - The Treasurer shall receive and keep safe all club funds and provide monthly report of receipts and disbursements. The Treasurer shall also maintain and have available at each meeting a membership list.

10. Election of Officers

At the October meeting the President shall appoint a nominating committee. At the November meeting, this committee shall submit names of one or more nominees for each of the elective offices for the coming year and ask for nominations from the floor. Floor nominations shall be valid only with the nominees consent.

At the November meeting, all officers shall be elected by a majority vote of members present. Elected officers 1 year term shall begin on January 1st of the new calendar year.

Should an officer resign during the year, the President with the approval of the remaining board shall appoint a member of the club to assume that office for the remaining term.

11. Membership Fees

Membership fees shall be determined annually by a majority vote of the members at the November meeting. In January, annual dues shall be payable for the next 12 months. Dues shall be pro-rated for new members joining after January. There shall be no pro-rating of dues for existing members until 1 year of non-membership has lapsed. Dues must accompany application for membership.

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12. Meetings

Meetings, unless directed otherwise by the Executive Committee, shall meet the fourth Monday of the month.

13. Shows/Exhibits

All details for club shows/exhibits shall be distributed via email and posted on the club website. Competition rules shall become official by a majority vote of the members.

14. Club News and Announcements

News and announcements shall be sent to members and others as deemed necessary by the Executive Committee via email and/or posted on the club website.

15. Committees

The President shall have authority to appoint special committees as deemed necessary. Committees may also be appointed by a majority vote of members present at a regular meeting.

The duties of the Executive Committee shall be outlined in the by-laws and to formulate club policies for approval of the membership.

16. Disbursements of Club Funds

The Treasurer shall pay all bills not in excess of \$50 on order of the president. Expenditures greater than \$50 up to the amount of \$200 can be authorized by a majority vote of the Executive Committee. Amounts exceeding \$200 must be approved by a majority of the members attending the next regular meeting. In the event the club would disband all left over funds will be given to a non-profit organization chosen by majority vote of the remaining officers.

17. Amendments

By-laws may be amended at any regular meeting by 2/3 vote of the members present, the amendment having been submitted at a previous meeting and distributed to members via email and posted on the website.

18. Ratification

By-laws shall become valid by a 2/3 vote of the members present at a regular meeting.