

# **BYLAWS OF THE GVR CAMERA CLUB**

**Amended November 14, 2017 for GVR Review and Membership Adoption**

## ARTICLE I: NAME

The name of the organization shall be GVR Camera Club.

## ARTICLE II: PURPOSE

Section 1: To promote and develop skills in photography for its members.

Section 2: To foster an appreciation and understanding of photography and digital imaging as Art and as a Medium of Communication.

Section 3: To provide equipment, assistance and training, and to maintain facilities for the common good of its members.

Section 4: To support a photography community based upon shared experiences, field trips and social events.

## ARTICLE III: MEMBERSHIP

Any person interested in photography and who is a member in good standing with Green Valley Recreation, Inc. (GVR) may become a member of the Camera Club.

## ARTICLE IV: MEETINGS

Section 1: There shall be at least one (1) general membership meeting held in April each year for the purpose of electing new Directors.

Section 2: Board of Directors meetings shall be held as directed by the President on a monthly basis no less than five (5) times per calendar year and shall include an April meeting for the purpose of approving the budget and assessing the annual dues for the next calendar year.

Section 3: The board may call a special meeting of the general membership with 10 days notice and may use digital communications to individual members to so notify.

Section 4: A general meeting quorum shall consist of Club members in good standing attending a General Membership Meeting.

Section 5: A Board of Directors quorum shall consist of 7 Directors attending a Board of Directors Meeting.

Section 6: All business meetings of the club shall be conducted in accordance with *Roberts Rules of Order*.

ARTICLE V: BOARD OF DIRECTORS AND OFFICERS

- Section 1: The Board of Directors consists of 12 Club members, five (5) Officers and seven (7) Directors at large, all of whom are herein defined as Directors. Six (6) Directors shall be elected annually for a 2-year term by the members of the Club as provided in the Bylaws.
- Section 2: At the April General Meeting of the Club, members of the Nominating Committee appointed by the Board of Directors shall present a slate of candidates to fill six (6) two-year term positions on the Board of Directors.
- Section 3: After the slate of candidates has been presented, the President shall call for Nominations from the floor and then request a standing vote, hand vote or paper ballot to elect the Board of Directors. A majority affirmative vote of members present is required to elect these Board members.
- Section 4: After the April General meeting, the current President shall convene the newly elected Board for the purpose of electing officers for the ensuing year. The current President shall preside at the first meeting of the new Board for the sole purpose of conducting the election of officers.
- Section 5: The Directors elected at the April General Meeting shall assume their duties at the next scheduled Board of Directors meeting.
- Section 6: The Board of Directors shall be responsible for all activities, standing and special committees and special events. The Board also has the responsibility, duty, and power to administer the affairs of the Club as a non-profit organization in compliance with its Bylaws and GVR's Guidelines, Procedures and Policies for use of their Facilities and Equipment and GVR's Charter Club Operations.
- Section 7: The five Officers of the Club shall be President, two Vice-Presidents, Secretary, and Treasurer. They shall be elected by and from the Board of Directors for a term of one year. Any person who serves as an officer during their first year as a Board Member shall remain on the Board for the balance of their term.
- Section 8: The President shall lead the Board of Directors in performing its duties and responsibilities including presiding at all meetings of the Board of Directors and shall perform all other duties incident to the office or properly required by the Board of Directors. The term of the presidency shall be two (2) years.
- Section 9: The Vice-President shall perform the duties of the President in the absence or disability of the President.
- Section 10: The Secretary shall keep or cause to be kept a book of minutes of all meetings of the Board of Directors. The minutes of each meeting shall state the date and time that it was held and such other information as shall be necessary to determine the actions taken.

Section 11: The Treasurer shall oversee and keep the Board informed of the financial condition of the organization and of audit or financial review results. In conjunction with other directors, the Treasurer shall oversee budget preparation and shall ensure that the appropriate financial reports are made available to the Board of Directors on a timely basis or as may be required by the Board of Directors. The Treasurer may appoint, with the approval of the Board, a qualified member to assist in the performance of all or part of the duties of the Treasurer.

ARTICLE VI: VACANCIES

Section 1: The Vice-President shall perform the duties and exercise the powers of the President during the absence or disability of the President.

Section 2: If any Office, other than that of the President, shall become vacant, the remainder of the term shall be filled by appointment by the President with Board approval. These appointments shall be made, if possible, from the currently elected Board members.

Section 3: The Board will be maintained at twelve members by appointments from the general membership by the President, with Board approval.

ARTICLE VII: NEWSLETTER

The Club's newsletter is available to all members.

ARTICLE VII: DUES AND OTHER RECEIPTS

Section 1: The Board of Directors shall establish annual dues at its April Board meeting.

Section 2: Annual dues are due before July 1st for that calendar year. New or renewing members paying on or after July 1<sup>st</sup> will be considered to have paid dues through the end of the next calendar year.

Section 3: Receipts from other activities sponsored by the Club will be at rates approved in advance by the Board of Directors.

ARTICLE IX: FINANCIAL PLANNING AND MANAGEMENT

Section 1: The fiscal year is January 1 through the following December 31.

Section 2: Not later than the November meeting of the Board of Directors, the Board will adopt a budget of estimated income and expenses for the upcoming fiscal year. The details of this budget will be published at the discretion of the Board.

Section 3: All monies received from any source will be turned over to the Treasurer for deposit into one of the Club's bank accounts.

Section 4: All disbursement checks shall be issued by the Treasurer or in the Treasurer's absence by the President or by any other person signatory to the account. Board approval must be obtained in advance for all expenditures not specified in the budget.

Section 5: The Treasurer shall support each transaction of income and expense by a hard-copy voucher and subsequent entry into an appropriate accounting structure such as a General Ledger with a collateral general journal.

Section 6: The financial records of the Club shall be reviewed by a qualified independent person appointed by the Board at least once a year. The President shall arrange for and schedule the review. The Treasurer shall supply the Board with a current copy of the Club's financial standing at each Board meeting.

Section 7: The Treasurer shall account for all physical assets of the club. Any additions or deletions of Club assets are to be reported to the treasurer.

ARTICLE X: AMENDMENTS

Section 1: Proposed amendments shall be submitted to Green Valley Recreation, Inc. for review prior to being voted upon for adoption. After adoption, amendments will be filed with GVR within 30 days.

Section 2: Amendments to the Bylaws must be approved by a majority vote of the Club members in good standing attending a general or special meeting of the Club.

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Signature Date

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Signature Date

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