

**CAPE FEAR CAMERA CLUB**  
**Wilmington, NC**  
**CONSTITUTION AND BYLAWS**  
**(As amended, June, 2009)**

**CONSTITUTION**

**Article 1 – Name**

The organization shall be known as the Cape Fear Camera Club (CFCC).

**Article 2 – Aims**

The aims of the Cape Fear Camera Club shall be the enjoyment, mastery, and furtherance of photography through cooperation, effort and good fellowship.

**Article 3 – Meetings**

Regular meetings of the Club shall have place, date, and time stipulated by the Board of Directors (BOD).

All official meetings of the Club and the BOD shall be conducted in accordance with Robert's "Rules of Order."

**Article 4 – Membership**

The membership committee shall provide information forms for prospective new members to complete.

There are two types of membership:

**Individual Membership:**

Open to any person of at least 18 years of age who is seriously interested in photography.

**Note:** People of age 16 and 17 may join as individual members if they have a signed consent form from a parent or guardian.

*We encourage younger members to attend and participate in all CFCC functions. However, it is the parent or guardian's responsibility to recognize that occasionally a CFCC function may include photographs or other material some individuals may consider inappropriate for younger members. This is the reason we ask for a signed consent form.*

**Family Membership:**

Family membership consists of a sponsoring adult (at least 18 years of age), and her or his family. Family members are given membership at a reduced cost. Family members younger than 18 must be accompanied by an adult at CFCC functions.

Membership of any person, or family, may be suspended when sufficient reason exists, by action of the BOD. The suspended member, or family, shall have the right to appeal suspension, in which case the action of the BOD shall be upheld or rescinded by a majority vote of at least 33% of the total voting membership.

**Article 5 – Officers**

The following officers shall be elected by the membership: (1) *President*, (2) *Vice President/Program Officer*, (3) *Secretary*, and (4) *Treasurer*.

**Article 6 – Committees**

The following Standing Committees are established to conduct Club activities as provided in Article 4 of the Bylaws: (1) Competition, (2) Exhibition, (3) Social, (4) Membership, (5) Newsletter, (6) Publicity, (7) Webmaster, and (8) Education.

The President, with the approval of the BOD, shall appoint chairpersons of the Standing Committees.

Special committees may be appointed by the President as required, and shall be discharged when the assignments have been completed.

**Article 7 – Board of Directors**

The management of the Club shall be directed by the BOD, which shall be composed of the duly elected Officers, the Chairperson of each Standing Committee, and the immediate past President.

The BOD shall be called by the president to meet as often as necessary to transact the business of the Club. Three members shall constitute a quorum.

**Article 8 – Amendments**

Any Club member may propose amendments to the Constitution or its Bylaws. Any amendments shall be incorporated into this Constitution or its Bylaws upon approval at a Regular Club meeting. Members must be given at least 10 days advance notice (e-mail or regular mail) of the meeting to decide on the proposed amendments. Approval requires at least a two-thirds majority of all eligible votes cast at the meeting.

**Article 9 – Voting**

Individual members, in good standing, are entitled to one vote. Each family member 18 years or older, in good standing, is entitled to one vote. A member must be in attendance to vote at a CFCC meeting. Questions may be decided at a meeting by voice vote, unless otherwise warranted. The election of officers shall be guided by Article 2 in the Bylaws.

**BYLAWS****Article 1 – Finance**

Annual dues shall be set by the BOD.

The treasurer will prepare an annual budget at the beginning of each fiscal year, which will be approved by a majority vote of the BOD.

Dues shall be used for the sole purpose of funding club activities, interests, and operating expenses. The treasurer is authorized to make disbursements as called for in the annual budget. Additional disbursements shall be made upon approval of a majority vote by the board of directors. No disbursement shall produce a deficit.

Annual dues shall be paid, in advance, for the coming year. No person shall receive the privileges of membership until his or her dues are paid in full. The BOD shall set the fiscal year for the Club.

**Article 2 – Elections**

Election of Club officers shall be held on a date selected by the Board of Directors and specified at least 30 days in advance. Club officers shall assume office on the date of the Annual Meeting, selected by the BOD. The President shall appoint a Nominating Committee composed of three members. The Nominating Committee shall prepare a single slate of officers after obtaining agreement from the nominees to serve if elected. The slate shall be presented to the membership on the election date selected by the Board of Directors. At this time, additional nominations may be made from the floor, with the stipulation that such nominations must have prior approval, from the candidate, to serve if elected. Written ballots shall be taken whenever more than one candidate stands for election to the same office.

The President, subject to approval by the BOD, shall fill vacancies in Club Offices. Vacancy of the President's office shall be filled by advancement of the Vice President/Program Officer.

### **Article 3 – Duties of Officers**

**President:** To preside at all regular Club and BOD meetings; to appoint chairpersons of all committees; to appoint a Nominating Committee; to act as the responsible officer for the Newsletter Committee; to act as an alternative financial signatory and Club spokesman; to create committees for special projects, with the approval of the BOD; and to generally supervise and keep in touch with all club activities.

**Vice President/Program Officer:** To assume the duties of the President as necessary; to represent the Club in outside projects and meeting; to act as the responsible officer for Exhibitions, Social, Membership, Competition, and Publicity Committees. To propose to the BOD and direct the monthly meeting programs.

**Secretary:** To make and maintain records of all Club and BOD activities; to work with the Newsletter Committee to notify members of Club meetings, events, and special business; to conduct the correspondence of the Club; to prepare for and supervise the results of elections.

**Treasurer:** To make and maintain records of the Club finances; to maintain a Club checking account and be principle signatory thereto; to collect and deposit dues and other payments to the club; to present a periodic report at Club and BOD meetings.

### **Article 4 – Duties of Committees**

The BOD shall determine the activities of the Club committees. These activities shall thereafter be carried out by the committee chairperson and the members appointed by the chairpersons to the respective committees.

Standing Committee shall prepare periodic reports of activities at the direction of the BOD and shall prepare periodic reports of activities at the discretion of the BOD, and shall present annual reports to the membership, either orally or in writing, as directed by the BOD.

All Standing committee chairpersons shall serve as members of the BOD and shall be responsible to the Club officer as defined in Article 3 of the Bylaws.

### **Article 5 – Quorum**

A quorum of the membership for the purpose of conducting Club business shall consist of not less than one-fourth of the entire voting membership.