

The Traverse Area Camera Club

Constitution & By-Laws

Amended February 17, 2022

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Constitution

The Traverse Area Camera Club (TACC) is an informal group with the specific purpose of bringing together people who have an interest in photography and to promote fellowship, fun, education and knowledge of photography. It is the goal of The Traverse Area Camera Club to encourage members to develop their photographic skills and to provide a venue for our members, where they can learn, share and display their photography, in their endeavor to become better photographers. To this end, The Traverse Area Camera Club will use all appropriate programs, monthly critiques, seminars, workshops and field trips. The Traverse Area Camera Club will also be a good neighbor to the community and wherever possible, engage our photography in the community. The Traverse Area Camera Club shall be governed by the membership for the membership as prescribed in the by-laws adopted by the membership at large on this day September 16, 1999, as amended on May 17, 2007, May 19, 2011, December 1, 2016, May 20, 2021 and February 17, 2022.

Articles of the By-Laws

Article I - Name

The name of this organization shall be: *The Traverse Area Camera Club*

Article II - Location of the Club

The Traverse Area Camera Club shall be located in the Grand Traverse region as decided by the membership. (See Appendix A)

Article III – Objectives

The Objective of The Traverse Area Camera Club shall be:

1. To aid and benefit by mutual cooperation those interested in photography.
2. To promote the advancement of photography as a science and an art form.
3. To promote fellowship and the exchange of ideas.
4. To foster exhibitions, contests, and the exchange of photographic media.
5. To hold lectures, demonstrations and photographic courses.
6. To interest people in photography as a hobby.

Article IV - Membership

Any person interested in photography may become an active member of The Traverse Area Camera Club, as provided for in these by-laws, upon payment of the current membership dues and/or fees and will be considered a member in good standing and may participate in all of the privileges provided by The Traverse Area Camera Club. The annual dues shall cover a period, set by the Board of Directors and approved by the membership. (See Appendix B.)

Article V – Dues

- A. The annual membership dues of The Traverse Area Camera Club shall be set by the Board of Directors. (See Appendix C.)
- B. The Board of Directors shall have the authority to determine the dues of any new members joining The Traverse Area Camera Club during The Traverse Area Camera Club's fiscal year.
- C. The annual dues shall be due as determined by the Board of Directors. (See Appendix D.)
- D. A member is deemed a non-member if dues have not been paid when due and consequently will be dropped from the membership list. Payment of dues will reinstate the individual to full membership privileges.
- E. Members serving on the board will have their dues waived in lieu of their service for the two-year period while they are on the board.

Article VI - Board of Directors/Officers

- A. The Traverse Area Camera Club general membership shall elect, on alternating years, seven (7) board members and six (6) board members for a total of thirteen (13) board members, to serve for two (2) years. Board members may be reelected to additional two-year terms. At the Annual Organizational Meeting the Board of Directors shall elect from the members of the board, a president, a vice-president, a secretary, a treasurer/ membership chair who shall be known as the Officers of the Board. The Officers of The Traverse Area Camera Club shall manage the Board of Directors. The previous officers shall continue in office until a new successor has been elected.

- B. The board shall have the responsibility of the care of The Traverse Area Camera Club's interests, maintenance, and general business obligations. The board shall act on any requests or direction given them by the general membership in accordance with established procedures and/or policy.
- C. A vacancy on the Board of Directors may be filled by a two-thirds (2/3) majority vote of the members of the board, sitting and serving.
- D. The Board of Directors shall meet not less than once a month at The Traverse Area Camera Club's meeting place, or any other place agreed on by the board, at such time and date as may be fixed by the Board of Directors. A quorum for a Board of Directors meeting shall consist of seven thirteenths (7/13) of the board members. Notice of the time and date shall be provided to the general membership.
- E. A special meeting of the Board of Directors may be called by the president of the board, or on demand, in writing to the secretary by three (3) board members, in which case the secretary shall schedule a meeting not less than three (3) days or more than seven (7) days after receipt of the request for a special meeting. The secretary shall notify all members of the board. When the date is selected, it shall be promptly posted to the general membership.
- F. The term of the Directors shall be two (2) years, commencing at the first August Organizational Meeting held after the Annual meeting in which they were elected.

Article VII - Duties of the Directors and the Officers

- A. Each member of the Board of Directors will be responsible only to the general membership as a whole and to their interests.
- B. The Board of Directors shall keep the membership informed as to board activities, concerns and interests of The Traverse Area Camera Club.
- C. The president shall preside over all meetings and see that the orderly conduct of business is maintained; coordinate the activities of the board and those committees that are in session and shall perform any other duties as may pertain to this position. The president shall notify the members of the board of all meetings and shall notify the general membership of all annual, regular, and special meetings of the board and of the membership.
- D. The vice-president shall perform the duties of the president in the absence of the president, serve as the nominating committee chair and any other duties the board requests of the vice-president.
- E. The secretary shall keep a true and accurate record of all meetings of The Traverse Area Camera Club. The secretary shall have custody of all pertinent record books and papers of The Traverse Area Camera Club.
- F. The treasurer shall be responsible for the collection of dues, fees, and all other funds and shall deposit the funds into the checking account or petty cash. The treasurer, with prior approval, shall cause to be paid, all necessary bills, obligations and emergency transactions. The treasurer shall distribute a monthly financial report showing all income, expense and balances to the Board of Directors. The treasurer shall prepare a draft budget to present at the Organization Meeting. The treasurer shall submit annually to the IRS, Form 990-N (e-Postcard) update to fulfill the Club's filing requirement for Non Profit Social Club Status.
- H. Where possible, committees shall be made up of one (1) member of the board and members of the general membership. These committees plan and implement the designated functions and/or activi-

ties of The Traverse Area Camera Club and will report their findings and/or the status of their projects to the Board of Directors. The board will (if appropriate) keep the general membership informed. The nature and functions of the committees shall be determined by the Board of Directors.

- I. The Board of Directors shall have the authority to spend a maximum two hundred and fifty dollars (\$250.00) by a simple majority vote for TACC expenditures. Any expenditure in excess of the maximum allowed shall be brought to the general membership for approval by a majority of the membership present. Individual Directors of the Board shall have the authority to spend up to \$100.00 per individual expenditure within the specific line item of the approved budget for which they have authority without the approval of the board as long as there are funds in that line item to cover the expenditure.
- J. No Director or member of The Traverse Area Camera Club shall contract any obligations without the authorization of the Board of Directors. Any contract(s) made without the consent of a two-thirds (2/3) majority vote of the board at a regular or properly convened special meeting shall be null and void.

Article VIII – Meetings

- A. All meetings shall be conducted according to the Robert's Revised Rules and Regulations and shall be chaired by the board president, vice-president, or his/her designee.
- B. The primary purpose of the annual meeting is for the election of board members. The annual meeting of the general membership shall be the third Thursday of May. If the annual meeting shall not take place at the time fixed, it shall be held within a reasonable time thereafter, but not after the third Thursday of the following month, and the officers shall hold over until their successors shall have been elected.
- C. A general membership meeting may be convened each month and shall be chaired by the president of the Board of Directors, vice-president, or designee, in accordance with Robert's Rules of Order as revised. The date and time shall be determined by the Board of Directors. (See Appendix E)
- D. Meetings shall be held at the Church and/or virtually if determined by the board. The Board of Directors may change the location of the meeting with a majority vote and subsequent notification to the general membership.
- E. A special meeting of the general membership may be called at any time by the president of the Board of Directors, by the Board of Directors, or by petition of the general membership signed by twenty percent (20%) of the membership entitled to vote. Notice of the time, and place, and the agenda of such a special meeting shall be given to all members in good standing in writing, not less than ten (10) days prior to the date fixed for the holding of the special meeting. The place of such meeting shall be held in the Grand Traverse Area.
- F. Any member in good standing may present agenda items and a request to be heard at any Board of Directors meeting, by submitting a request and the agenda items, in writing, to the secretary or president prior to the next meeting of the Board of Directors.
- G. Twenty percent (20%) of the membership shall constitute a quorum at any general membership meeting or special membership business meeting.

Article IX – Elections

- A. The Board of Directors shall appoint a nominating committee and a ballot committee for the purpose of conducting elections of members of the Board of Directors.
- B. The Board of Directors shall appoint a nominating committee in March, which may be composed of board members and non-board members. The slate of nominees shall be submitted to the members in good standing in April at the general membership meeting along with the notice of the annual meeting in May. Additional nominations may be made by the voting members at the April meeting with the prior approval of the person being nominated.
- C. The nominations shall be deemed closed with the conclusion of the April meeting of the general membership, at which time the ballot committee shall prepare a ballot to be emailed to the general membership at least seven (7) days prior to the annual membership meeting –
- D. The results of the election shall be announced at the annual meeting.
- E. Any board member will be subjected to a recall election, if a petition, containing signatures of members in good standing, totaling 10% of the number of members who were eligible to vote in the last Board of Directors election, are submitted to the Board of Directors. Each petition submitted shall state the reason for the recall. Each signature shall be dated and accompanied by the member's current address, and be signed by the circulator. Signatures more than sixty (60) days old shall be disregarded, unless the board has not had a regularly scheduled meeting where the petitions could be presented. Petitions shall be presented to the board, which is responsible for mailing out recall election ballots within fourteen (14) days of submission. The recall ballot shall contain the petition statement, and the board member's response, both without editing. Members shall have fourteen (14) days to return their ballots, and the results shall be announced at the beginning of the next scheduled board meeting. A board member shall be removed from the board by the membership, if fifty-one percent (51%) or more of the votes cast are for recall. Any recalled board member shall immediately cease the duties of a board member, and shall not be eligible for board election for three (3) years.

Article X – Amendments

Any proposed amendments to these by-laws may be introduced by petition signed by twenty percent (20%) of The Traverse Area Camera Club's membership in good standing at any regular board meeting or special meeting called for that purpose, or by a majority vote plus one, of the Board of Directors. The proposed amendment shall be sent to the membership by email, and voted on at the next general membership meeting by written ballot. A vote in favor of the proposal totaling sixty percent (60%) of membership present shall be necessary to approve any amendment.

Article XI – Liability

Any article(s) brought to a function of The Traverse Area Camera Club shall be at the risk of the individual(s) bringing the item(s). It is understood and agreed to by these individuals that The Traverse Area Camera Club or any other party involved shall not be held responsible or liable for any of these item(s) should they in some way be damaged, lost or stolen, unless a separate agreement had been arranged between these parties and the individual(s).

**THE TRAVERSE AREA CAMERA CLUB
APPENDIX TO THE BY-LAWS**

Appendix A

The Traverse Area Camera Club is currently located in The Presbyterian Church at 701 Westminister, Traverse City, MI 49686.

Appendix B

The annual membership dues shall cover The Traverse Area Camera Club calendar year of July1 through June 30.

Appendix C

The annual dues for membership shall be:

Full Time Student:	\$15.00
Individual:	\$25.00
Family:	\$40.00

Appendix D

The Traverse Area Camera Club's fiscal year shall be The Traverse Area Camera Club calendar year of July1 through June 30.

Appendix E

A general membership meeting shall be held the third Thursday of each month at 7 p.m. from September through May.

Appendix F

The Traverse Area Camera Club Critique Night shall be held on the first Monday of the month from October through June.

Appendix G

The Photography Discussion Group of The Traverse Area Camera Club shall be held the second Saturday of each month from October through June.

Appendix H

The digital projector shall be available for members' use for any reason within the church building. The Traverse Area Camera Club members may take the digital projector outside the church building only when it is to be used for The Traverse Area Camera Club's business.
