CONSTITUTION AND BY-LAWS OF THE PEI PHOTOGRAPHY CLUB

Proposed V. 7.0 June 2017

Accepted Constitution and ByLaws as of Sep-2017.

Article I: Name

The title of this organization shall be the PEl Photography Club, otherwise noted in this document as "the Photo Club," "the PEI Photo Club," or simply, "the Club."

Article II: Objectives

The goal of the PEl Photo Club is to enhance the learning and practice of photography in a welcoming and encouraging environment.

Article III: Fiscal Year

The business period of the Club shall begin September 1st, and end on August 31st of the following year.

Article IV: Meetings

1. Regular meetings of the Club shall take place monthly with a minimum of eight (8) meetings per year.
2. Special meetings, workshops and competitions may be called by the Executive.

Article V: Annual General Meeting (AGM)

1. The Annual General Meeting (AGM) shall be held in September of each year
2. The functions and powers of the AGM are:
    a. To pass amendments to the Constitution and By-Laws of the Club.
    b. To elect or approve the officers of the Club Executive for a one year term.
    c. To consider and adopt the financial reports of the Club.
    d. To decide on any innovation that the Club may require.

Article VI: Club Executive

The Club Executive shall consist of

- President
- Vice-president
- Secretary
- Treasurer
- Changed: Presenter Coordinator, Outing/Challenge, Web Master
- Photo Show Chair

1. The Past President may serve on the Executive.
2. The functions and powers of the Executive are:
    a. To set membership fees and establish an annual budget.
    b. To attend to the regular affairs of the Club as outlined in Article VII.
    c. To determine the venue and hosting of regular meetings for the general membership.
    d. To make recommendations to the membership at the Annual General Meeting.
3. A quorum of the Executive shall be 4 members.
4. All the members of the Executive shall serve without remuneration.
5. Terms of the Executive begin after the election or approval by the general membership and run for one year.
6. In the event of a vacancy, the Executive may appoint a member to serve the remainder of the term.
7. A nominating committee may be appointed in July to compile a list of members interested in sitting on the Executive.
8. Each member of the Executive shall hold only one office at any given time.
9. The Executive Committee shall meet as often as required to transact the business of the club, but not less than four times a year.
10. The Executive may establish other committees and task forces at any time during the year as deemed necessary, enlisting the support of the general membership.

Article VII: Duties of the Executive Members

1. The President is responsible for the general supervision of the Club, chairs Executive meetings, and presides at all Club meetings.
2. The Vice-President is responsible for chairing meetings when the president is absent.
3. The Secretary is responsible for maintaining all pertinent records of the Club, including minutes of meetings, correspondence and a membership database. He/she handles correspondence as requested by the President and/or the Executive.
4. The Treasurer receives all monies due to the Club, maintains a bank account and pays such sums as authorized by the Executive. He/she gives financial reports to the Executive regularly, and prepares end-of-year reports to give to the general membership at the AGM.
5. The Program/Events Coordinator ensures the organization of programs for the regular meetings of the Club and monthly Club outings, preferably for three months in advance. He/she prepares lists of guest speakers and activities for approval by the Executive. He/she chairs a Program/Event Committee for which the support of other Club members is enlisted.
6. The Photo Show Chair enlists the support of other Club members to serve on a committee responsible for the organization and execution of the Annual Club Photo Show. The Photo Show Chair and committee shall determine the nature of the show (i.e. whether competition or exhibition, judged or juried), its budget, venue and scheduling, subject to the approval of the Executive.

Article VIII: Finances and Fees

changed: Nov.1 to Oct.31

1. The fiscal year of the Club shall be September 1 to August 31st.
2. To facilitate the financial operations of the Club and the work of the Club's Treasurer, there shall be three signing authorities, two of whom must be the incumbent Treasurer and President. A third signing authority may be any other member of the Executive approved by the Treasurer and President.
3. Expenditures must have prior approval of the Executive.
4. Any changes in membership and visitors fees shall be determined by a quorum of the Executive and ratified by a quorum of the general membership.
5. Annual membership renewal fees are due and payable by ~~September 30th~~ Nov. 30th of each year. Fees for new memberships are payable at any time.
6. Annual membership fees paid later in the year may be prorated.

7. The current membership fee structure will be maintained on the Club's website.

Article IX: Communications to Members

1. Communications between the Executive and the general membership shall normally be carried out by email.
2. The Club shall maintain the confidentiality of members email address and contact information.

Article X: Amendments to the Constitution

1. Amendments to the Constitution and By-Laws may be proposed by any member for consideration by the Executive, which it may recommend, revise, or reject.
2. Amendments must be approved by a majority of members at the AGM. The members present at the AGM must represent a quorum of 20 percent of the current membership.

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Notes added by Ron MacKay 2026-11-01