

## **GANSBAAI PHOTOGRAPHY CONSTITUTION AND RULES.**

### 1. Name of club:

- Gansbaai Photography Club

### 2. Location:

- The club meetings are held at a venue in the restaurant at Groeneweide Farm, Franskraal.
- The club serves the district of Gansbaai and surrounds.

### 3. Object:

- The club provides a friendly, social, educational and all inclusive environment for the furtherance of photographic interest and techniques through the exchange of ideas and presentations.
- The clubs aim is to help promote the enjoyment and improvement of all aspects of photography for its members through a variety of programs such as meetings / gatherings, club competitions and presentations by visiting speakers or club members.
- The club endeavors to promote its activities in the local media as well as on social media, encourage new membership to get involved, and where necessary, in local community projects.

### 4. Membership:

- Membership is open to anyone that is interested in photography and is fully inclusive, regardless of photographic experience, knowledge, training or equipment.
- A nominal annual membership fee will be payable in order to be a member. This amount will be determined at the AGM.
- Those who have paid the annual membership fee will be considered as “members” and those who have not paid the set fee will be considered as “visitors”.
- Paid-up members will be encouraged to abide by the rules of the club.
- Members will be encouraged to bring to meetings prospective members or other guests.
- Membership of a member could be terminated if the committee finds that a member has placed the club in a bad light or whose conduct was detrimental to the name of the club.
- A member will not be entitled to a refund of any amounts paid by themselves should they be asked to leave or resign.
- It is the members responsibility to ensure that the committee has their updated information, such as email address and cell number, should this change at any time.

5. Management / Committee:

- The officers of the club are:  
Chairman, Secretary/Treasurer, IT/Publicity Official and Training/Judging Official/Social.
- They are elected at the AGM for a term of 2 years.
- Should there be no nominations for the new term, which results in a committee is not being appointed, the members of the club will need to vote as to what happens with regards to the normal running of the club going forward.

6. Committee:

- A committee will consist of the Management of the club. The Committee can co-opt members of the club to assist with specific projects in a sub-committee:
  - a) The management of the clubs finances.
  - b) The drawing up of the yearly program.
  - c) The management of the activities of the club, namely training, viewing, outings, judging.
  - d) Changes to the constitution of the club.
  - e) Capital expenditure approval.
  - f) Any major decisions for the club.
- A quorum of the committee shall consist of the Chairman and at least half of the members of the rest of the committee.
- The committee has the right to determine and set all meetings, activities, functions and times.

7. Annual General Meeting (AGM):

- The AGM will be held each year in the month of November and the business includes:
  - a) Minutes of the previous AGM.
  - b) Report by the Chair.
  - c) Financial Statements for the current year.
- A quorum will consist of the Chairman and at least halve of all paid-up members.
- The following matters must be approved at a AGM or SGM:
  - a) Changes to the constitution and only with a two thirds majority.

b) Capital expenditure in excess of R200.

c) Any major decisions for the club.

d) A decision to unwind/dissolve the club.

- Two weeks' notice of such meetings must be given to all members.
- In the absence of the Chairman, the meeting shall elect its own Chair by way of nomination.
- Any member, who wants to submit changes to the rules, must submit it in writing at least 3 weeks in advance to the Secretary or request a SGM.

8. Special General Meeting (SGM):

- A SGM can be called by a minimum of 5 fully paid members.
- Only the matters appearing on the notice of such meeting will be discussed.
- A notice of such a meeting must be sent to all members 14 days prior to meeting.
- In the absence of the Chairperson, the meeting will appoint its own Chair by way of nominations.

9. Finances:

- The funds of the club will be applied as follows:
  - a) To pay any cost for the hire of premises for meetings.
  - b) To pay any running expenses.
  - c) To provide, pay for or acquire any equipment, material, prizes or speaker appearance fees.
- Any money withdrawals require 2 signatures of the Chairman and Secretary or Treasurer or Media Official.
- A record of all income and expenditure to be kept up to date at all times.

10. Assets and Equipment:

- The capital assets and equipment of the Club belongs to the paid-up members and any member resigning or leaving the club, will have no claim whatsoever to any of it.
- Should the club be dissolved at any time, to discussion is to be made at a SGM as to the disposal of the assets

11. Club Affiliations:

- The Club may be affiliated with a variety of organizations and associations as decided by the committee or on recommendation of the members.

12. Interclub Activities:

- The Club may from time to time interact with other clubs and participate in competitions, presentations, training and discussions.

13. Competitions:

- Only paid-up members may take part in competitions or submit images for judging on a monthly basis.
- Said images will be judged by an external judge or by competent Club members.
- Competition rules must strictly be adhered to as laid down for each competition.
- All pictures must be the original work of the photographer taking part.

14. This constitution has been approved at an AGM on .....held at .....