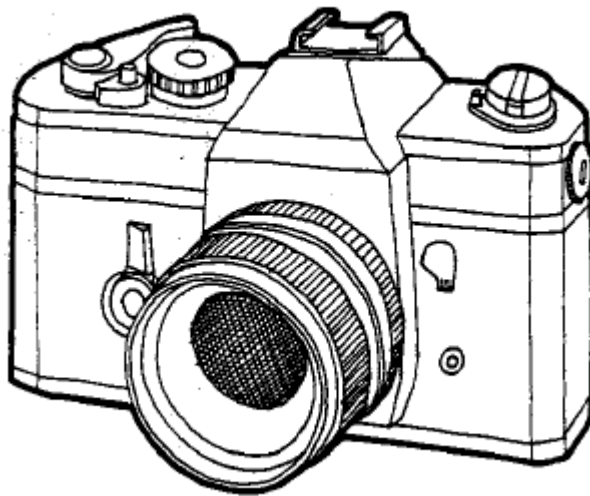


# New Haven Camera Club



## Handbook

[www.newhavencameraclub.org](http://www.newhavencameraclub.org)

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## Contents

|   |    |
|---|----|
| <b>History</b>                                | 3  |
| <b>Meetings</b>                               | 3  |
| <b>Programs</b>                               | 3  |
| <b>Competitions</b>                           | 4  |
| <b>Executive Committee</b>                    | 4  |
| <b>Holiday Party</b>                          | 4  |
| <b>Annual Awards Banquet</b>                  | 4  |
| <b>Workshops</b>                              | 4  |
| <b>Field Trips</b>                            | 5  |
| <b>Officers</b>                               | 5  |
|   |    |
| <b>Contest Rules</b>                          | 6  |
| Eligible Photographs                          | 6  |
| Coaching                                      | 7  |
| <b>Competitions</b>                           | 8  |
| Prints  | 12 |
| Open Electronic Photographs                   | 12 |
| Image Artistry Competition                    | 13 |
| Assigned Subject Competition                  | 14 |
| Annual Awards Competition                     | 14 |
| Mini Show Competition                         | 16 |
|   |    |
| <b>Preparing Photographs for Competition</b>  | 17 |
| Prints  | 17 |
| Electronic Photographs                        | 17 |
| Preparation Workflow                          | 18 |
| <b>Interclub Competitions</b>                 | 19 |
|   |    |
| <b>Glossary</b>                               | 19 |
| Abbreviations                                 | 19 |
| Honors Categories                             | 20 |
| <b>Appendix A: Club Constitution</b>          | 22 |
| Article 1 Name                                | 22 |
| Article II: Purpose                           | 22 |
| Article III: Club Year                        | 22 |
| Article IV: Membership                        | 22 |
| Article V: Officers                           | 22 |
| Article VI: Meetings                          | 22 |
| Article VII: Amendments to Constitution       | 22 |
| <b>Appendix B: Club Bylaws</b>                | 23 |
| Section 1: Executive Committee                | 23 |
| Section II: Responsibilities of Officers      | 23 |
| Section III: Responsibilities of Chairpersons | 23 |
| Section IV: Elections                         | 23 |
| Section V: Membership                         | 24 |
| Section VI: Dues                              | 24 |
| Section VII: Finances                         | 24 |
| Section VIII: Order of Business               | 24 |
| Section IX: Amendments to Bylaws              | 24 |

# History

**History.** The New Haven Camera Club was established in 1911, so it will soon celebrate its centennial. It was a charter member of the American Association of Camera Clubs that later became the Photographic Society of America. The early history of the club is incomplete. Club records have been kept since 1944. The purpose of the club then, as it is now, was to promote amateur photography in the greater New Haven area.

In the late 1940's and early 1950's, black and white printmaking dominated the camera club. With the advent of color slides in 1951, gradually the focus of the club shifted to color slide photography. Now digital photography has taken over, both for projected images and for print making.

The New Haven Camera Club is recognized as one of the best camera clubs in the state. Over the years the club has won numerous awards in photographic competitions sponsored by the Photographic Society of America, the New England Camera Club Council, and the Connecticut Association of Photographers, with which the New Haven Camera Club is affiliated.

The club offers programs to instruct and entertain photographers, regardless of ability level. Competitions allow members to display their photography, receive awards, and hear constructive criticism. Small group workshops allow for instruction in various photographic techniques in an informal setting. Field trips to places with good photographic potential are held periodically.

In 2002 the club's Internet page went live at [www.newhavencameraclub.org](http://www.newhavencameraclub.org). This site allows members and potential members to stay current with the activities of the club and provides links to other photographic organizations. In 2008, the club instituted a photo blog which provides information on upcoming club activities (<http://nhccphotoblog.blogspot.com/>).

Through the years, the New Haven Camera Club has contributed to New Haven's artistic life. It participated in New Haven's Festival of the Arts, which was held in the late 1950's and early 1960's on the New Haven Green. In 1988, the club participated in New Haven's 350th Birthday Celebration, during which the club sponsored a print contest for local photographers.

As people have moved to suburban towns over the years, the New Haven Camera Club became truly a regional club. Our members have come from as far east as New London, as far west as Stratford, and as far north as Middletown. Getting together with others who share an interest in photography has been and continues to be a part of the club. Good friendships develop by socializing at club meetings, workshops, field trips, at our Holiday Party, and at the Annual Awards Banquet.

The New Haven Camera Club is fortunate to have as members many excellent photographers who are always willing to share their knowledge with others. It is the members of the club who by their participation, enthusiasm, and fellowship have sustained the New Haven Camera Club for these many years.

## Meetings

### Programs

Held the second Monday of the month from September through November and January through April. Meetings are held at the Bethesda Lutheran Church, 450 Whitney Avenue, New Haven, CT. Programs instruct on some aspect of photography or entertain. Meetings begin at 7:30 p.m.

## Competitions

Held the fourth Monday of the month from September through November and January through April plus the second Monday in May. Members may submit two electronic photographs and/or two prints into Open Competition. Additionally, members may submit one electronic photograph into the Assigned Subject Competition (topic designated each month) and/or the Image Artistry Competition. Images entered into all four competitions are judged and may be critiqued. Meetings are held at the Bethesda Lutheran Church at 7:30 p.m.

## Executive Committee

Meetings are held as required, usually one meeting during the summer and one in winter.

## Holiday Party

The second Monday in December the members have a dinner at a local restaurant. After dinner members compete with mini shows presented using traditional slides or electronic photographs projected using a computer connected to an electronic projector.

## Annual Awards Banquet

Usually held the second Monday in June at a local restaurant, this dinner is the concluding event of the New Haven Camera Club year at which various year end awards are given. A plaque is awarded for the highest cumulative point total in the open print class, in each open electronic (digital) photograph class (B and A), and in the assignment competition.

The **Everett S. Wilson Memorial Trophy** is awarded to a beginning photographer who has shown the greatest improvement from the previous year. Everett Wilson was a longtime member of the New Haven Camera Club who was known for sharing his photographic skills and providing encouragement to new members. This award honors his memory.

A beginning photographer is defined as someone in the first five years of club membership who hasn't had competition experience in another club. To be eligible, a member must have entered at least 6 photographs in one category of Open Competition (prints or electronic photographs) the previous year. He/she must have entered 16 photographs in a single category of Open Competition this year which may be the same as or different from the category of the previous year. For example, the member may have entered 6 prints the previous year and 16 electronic photographs this year. The winner is the member whose *average score* shows the greatest improvement. An individual may win the award more than once. This award may not be presented if there is no suitable candidate as determined by the Executive Committee.

Following the presentation of the awards, the print- and electronic photograph-of-the year competitions are held, the winner of the Joseph A. Dichello Jr. Memorial Award for the best landscape or seascape and the winner of the Jane Sibley Honor Award for the best nature photograph will be chosen in a separate electronic competitions.

## Workshops

These are conducted several times a year as interest warrants. Outside individuals or our own members share their expertise with small groups. These workshops are usually held at a member's home. Where possible, these workshops allow "hands on" experience in a particular photographic technique.

## Field Trips

These are held a few times a year to places with good photographic potential. Normally the club takes a day field trip in the fall during foliage season. A day field trip is also scheduled for spring, usually in late May or early June. If members are interested a winter field trip may also be taken. From time to time the club sponsors weekend trips. Field trips are a great way to get together with other club members, have fun, learn improved photographic technique, and take some great photos.

## Officers

Operating the club requires a large number of people performing a variety jobs. Listed below are many of the required jobs and the duties of the person performing the function.

|  |   |
|--|---|
| <b>President</b>                               | Coordinates club activities, conducts meetings, conducts Executive Committee meetings, makes reservations for the Holiday Party and Annual Banquet, and appoints a committee to nominate next year's officers.  |
| <b>Vice President for Inside Competitions</b>  | Organizes or oversees the organization of prints and electronic photographs for competition, conducts competitions in the club, and conducts club meetings in the President's absence.  |
| <b>Vice President for Outside Competitions</b> | Supervises the committee that selects and mails prints or electronic photographs for use in interclub competitions, keeps records of competitions, awards ribbons, and conducts club meetings if neither the President or Vice President for Inside Competitions is available.  |
| <b>Secretary</b>                               | Keeps minutes of the Executive Committee meetings and distributes them to club officers.  |
| <b>Treasurer</b>                               | Handles club finances and submits a financial statement at the end of each club season.   |
| <b>Programs Chairperson</b>                    | Selects programs for club meetings, communicates with presenters, and introduces the presenters to the club.  |
| <b>Field Trip Chairperson</b>                  | Coordinates fieldtrips including selection of locations and dates. May lead some fieldtrips.  |
| <b>Judges Chairperson</b>                      | Secures judges for club competitions, handles requests from other clubs for judges from our club, introduces the judges to the club prior to the start of competitions, and explains the numerical range of scores to the judges.   |
| <b>Close Ups Editor</b>                        | Writes and publishes the <i>Close Ups</i> bulletin and distributes or supervises the distribution of the bulletin to the membership. Currently <i>Close Ups</i> is currently not being published, but rather information is being distributed by way of a club blog ( <a href="http://nhccphotoblog.blogspot.com/">http://nhccphotoblog.blogspot.com/</a> ) |
| <b>Membership Chairperson</b>                  | Keeps an accurate list of members, receives dues, announces new members at club meetings, and provides a membership list to club officers when needed.  |
| <b>Workshops</b>                               | Coordinates workshops and selects topics, presenters, hosts, locations, and dates of  |

|   |  |
|---|--|
| <b>Chairperson</b>  | workshops.   |
| <b>Publicity<br/>Chairperson<br/>Score Keeper</b>                                     | Publicizes NHCC meetings and activities through local media.<br>Keeps scores for club competitions and keeps records to be used in calculating cumulative point totals.  |
| <b>Projectionist</b>  | Operates the club projectors during competitions.  |
| <b>Refreshment<br/>Chairperson</b>  | Sets up coffee for club meetings and contacts volunteers who agree to bring baked goods to meetings.   |
| <b>Historian</b>  | Keeps club records, trophies, and memorabilia from previous years.   |
| <b>PSA<br/>Representative<br/>NECCC<br/>Representative<br/>CAP<br/>Representative</b> | Serve as liaisons between the New Haven Camera Club and these organizations.   |
| <b>Webmaster</b>  | Maintains the club web site by adding new content and updating existing content as necessary. Posts information as it becomes available to the club blog ( <a href="http://nhccphotoblog.blogspot.com/">http://nhccphotoblog.blogspot.com/</a> ) |

## Contest Rules

The club holds a number of competitions during each club year:

- Eight Open, Image Artistry and Assignment Competitions are held during the camera club season. These are the 4<sup>th</sup> Monday of each month from September through November and January through April plus the 2<sup>nd</sup> Monday of May.
- Mini projected electronic photographic sequence competitions are held as part of the Holiday Party in December.
- Photograph-of-the-year competitions and the landscape/seascape and nature special competitions are held at the Annual Awards Banquet in June.

Competitions allow members to display their photography and earn recognition for it. The prints and electronic photographs may also receive constructive criticism from the judges so that the photographer can improve his/her work.

## Eligible Photographs

Photographs entered in the monthly Open (print and/or electronic) Competitions, Image Artistry Competition or in the Assignment Competition must meet the follow conditions to be entered.

1. The major part of each photograph must have been captured photographically, either digitally or on film. Either type of original can then be converted to any of the competition categories (prints or electronic photographs) for entry into competition. Once captured, photographs may be modified using conventional film or printing techniques, or using digital image editing programs.
2. Composite photographs are accepted as long as all elements included are the entering photographer's own work. Commercial clip art or parts of commercial photographic collections may not be included. Drawings may be incorporated as long as they are the photographer's own work and as long as the major part of the image is photographic. Photographs may be matted conventionally or electronically as long as the total size for the category of competition is not exceeded. Also, any artwork (for example digital manipulation, airbrushing, etc.) performed on the original negative, slide, digital photograph, or print must all be performed by the competitor.

[Keep in mind that we are a photography club, not a Photoshop illustrators club. Therefore, the emphasis should be on displaying your photographs to best advantage either naturally or after manipulation. With this in mind, some photographers believe that including elements such as clouds, moons, or fractals generated by image editing programs, plug-ins, or other software is the same as using commercial clip art and, thus, should not be allowed. The line between image editor effects and clip art is admittedly gray. You be the judge and follow your own conscience on where to draw the line.]

3. Entries entered into the Open print, Open electronic and/or assigned subject competitions may display a realistic rendition of the subject(s) or be creative, having been manipulated using film techniques or a digital image editing program. The judges will be asked to judge the photographs for overall photographic impact, not the amount of manipulation required to achieve the effect. It is up to the discretion of the maker to enter an image into the open, assigned subject or image artistry competition.
4. The Image Artistry category is meant to encourage artistry and creativity. This category serves as a place for creative, artistic and/or manipulated images to be judged, with emphasis on the creative/artistic aspect of the image. This description will be read out to the Judges prior to each competition, who will be asked to score according to this description, keeping in mind this category is meant to encourage artistry and creativity. Again, it is up to the discretion of the maker to enter an image into the open, assigned subject or image artistry competition.
5. Photographs in all categories of competition may be color, monochrome, or a mixture of the two. All types of photographs will be intermixed within each class and category for judging.

## Coaching

The New Haven Camera Club expects that its membership will adhere to the highest ethical standards when complying with its competition rules. It is especially important that all photographs entered into competitions be the exclusive work of the maker (except for commercially made prints or digital photographs scanned from a slide original allowed by the rules). However, one of the primary missions of the Club is education and there is a long tradition where more experienced members coach new members to help them improve their photography. Nothing in our rules should be construed as preventing this type of coaching as long as the member does the actual work to produce the final photograph. This is, however, a gray area so the following examples are offered to help you draw the appropriate line between legitimate coaching and a violation of our rules.

- You go on a field trip and you ask an experienced member to look through your viewfinder and make suggestions on improving the composition. You then adjust the camera and take the picture based on his/her

suggestions. This is certainly allowed.

- You go to a workshop (or the NECCC conference) and photograph a portrait or still life setup by another member. This is allowed under the "2 setups per year per category" rule even though someone else did much of the work to create the picture. Photographing Hummingbirds with lights, background, and feeder setup by someone else would also be allowed under this rule.
- A friend of yours helps you setup your traditional or digital (computer and printer) darkroom for optimum performance. No problem here.
- You perform some editing on a digital photograph while a more experienced worker watches over your shoulder and makes suggestions, certainly allowed. However, if the more experienced worker takes the mouse and does the editing for you that would not be allowed. The experienced worker might, however, demonstrate the technique on a duplicate of your photograph which would be allowed as long as you repeated the work on the actual photograph entered into competition.
- You take some photographs to a workshop where more experienced workers make suggestions for improvement (cropping, digital editing, etc.). You then use those suggestions to improve your photograph before entering. Absolutely allowed.

## Competitions

### 1. Competition categories:

- a. Prints: 8 General; 1 Print-of-the-Year
  - i. One best photograph in each Open class (B & A)
- b. Electronic Photographs:
  - i. 8 General/Open
    1. One best photograph in each Open class (B & A)
  - ii. 8 Special Assignment
  - iii. 8 Image Artistry

2. **When Held:** fourth Mondays of September through November and January through April plus the second Monday of May. Photograph-of-the-year competitions are held at the annual dinner in June.

### 3. Eligibility:

- a. Contests are open to paid up members of NHCC only.
- b. Each entry must be prepared as specified in the separate *Preparing Photographs for Competition* section and made entirely by the exhibitor. Photographs provided or photographed by anyone other than the maker are ineligible.
- c. Color and monochrome prints may be produced commercially or may be made by the photographer; they may be made from negatives, slides, or digital files. Electronic photographs may be captured directly using a digital camera or scanned from film negatives or slides. Scanning may be done by the maker or a commercial service.

- d. Two “set ups” arranged by someone else, but *photographed by the maker*, are allowed each year per category (i.e. prints or electronic photographs). An example of a “set up” is a picture taken at the NECCC Conference where the subject, lighting, etc. are all worked out by someone else and you simply plug into a studio flash and take the picture. These photographs should be identified as “set ups” on the print or in the e-mail submitting an electronic photograph..
  - e. In order to have a contest, at least two members must participate. In order to give out ribbons at least three members must participate; however, photographs will be scored regardless of the number of participating members.
  - f. Photographs entered into competition may be of any subject as long as it is in good taste. It is the discretion of the maker which competition category to enter.
  - g. If a print or electronic photograph is submitted into Competition and does not win a ribbon, that same photograph or a similar photograph may be submitted **one more time** in a subsequent year (not in the same year) into the same category of competition or a different category.
  - h. If you enter a photograph into Competition and the photograph wins a ribbon, that photograph may not be entered again into any competition, either the same category or in a different category. Photographs entered in violation of this rule will be disqualified and assigned a score of zero. If the member enters all 16 photos in that category of competition, the zero will become one of the four scores dropped at the end of the season when arriving at the final score.
  - i. Open, image artistry or assignment competition prints or electronic photographs have no time limit.
4. **Responsibility of NHCC:** All possible care will be taken of your prints, but NHCC can accept no responsibility for their damage or loss.
5. **Delivery of Entries:**
- a. **Prints** will normally be submitted on the competition night to the Vice President for Inside Competitions or his print assistant(s). Members submitting prints *must submit their entries before 7:15 p.m.* so that the competition committee has time to organize the entries for the competition.
  - b. **Electronic Photographs** will normally be e-mailed to an address specified by the Vice President for Inside Competitions *before* midnight on the Friday night preceding each contest. They may also be given or mailed to the Vice President for Inside Competitions or his assistant on CD anytime prior to the deadline noted above.
6. **Return of Entries:** Prints are returned the same night unless held for interclub competitions or held for reproduction in connection with NHCC activities. Electronic photographs are not returned and may also be used for interclub competitions or reproduced in connection with NHCC activities. Members not wishing a print or electronic photograph to be used for these purposes may withhold permission by notifying the Vice Presidents for Inside and Outside Competitions.
7. **Classes are:** Prints (one class) and B and A for electronic photographs. Each maker competes in the same electronic photograph class each year unless promoted to a higher class, or granted a change to a lower class by the Executive Committee at its summer meeting. In addition, there is one class for the Assigned subject electronic photographs and one class for Image Artistry electronic photographs. Members may compete in the Assignment and/or Image Artistry competitions in addition to the Open Competitions.
8. **Class placement of new members:** A new member may enter any category of competition (prints or

electronic photographs), but he/she will normally enter the lowest available class unless otherwise directed by the Executive Committee. New members with previous competition experience at another club may be asked to enter class A in electronic photographs.

9. **Number of entries per contest:**

- a. Each member may enter a maximum of 2 photographs into the print competition in each of the 8 contests, for a year's total of 16 entries.
- b. Each member may enter a maximum of 2 photographs into the open electronic competition in each of the 8 contests, for a year's total of 16 open electronic entries.
- c. Each member may enter a maximum of 1 photograph into assigned subject in each of the 8 contests, for a year's total of 8 assigned subject entries.
- d. Each member may enter a maximum of 1 photograph into image artistry competition in each of the 8 contests, for a year's total of 8 image artistry entries.

10. **Make-up privilege:** A maker who unavoidably misses a contest (**Open print, open electronic and image artistry categories only**) may enter 2 make-up photographs along with their regular 2 entries at one of the following contests.

- a. This privilege may be exercised only twice in the contest year, for a total of 4 make-ups in each category. Four make-up entries may not be entered on the same contest night.
- b. Make-ups must be marked as such by the maker.
- c. These entries are not eligible for ribbons, but scores are included in the maker's cumulative score.
- d. Makers competing in the assigned subject competition can miss up to two contests, as makeups are NOT allowed and the cumulative score at the end of the season is based on the best of 6 images.
- e. A total of four (4) make-ups can be entered in the general prints, a total of four (4) make-ups can be entered in the open digital categories and a total of two (2) make-ups in the image artistry category. No more than two (2) make-ups in the general prints and in the open digital categories may be submitted on the same contest night, and no more than one (1) make-up in the image artistry category may be submitted on the same contest night.

11. **Judging:** A panel of 3 judges (normally 2 from outside the club and 1 from New Haven Camera Club) will judge the photographs on creativity, composition, impact, and technique.

- a. Prints, electronic photograph classes B and A, Image Artistry and Assignment entries are each judged separately.
- b. There is a complete run through of all entries before scoring.
- c. The judges will comment on a representative sample of the photographs in each category as directed by the Vice President for Inside Competitions. *If time permits* the first photograph for each maker in each category will receive a comment so members should mark which image is to be shown first.

12. **Scoring:** 4-10 points per judge per photograph based on overall quality. Scores of 4-5 indicates below average, 6-7 indicates good, 8 indicates very good, and 9-10 indicates superior.

- a. Note that the in-house judge does not score his/her own photographs or those if his/her family entered in that nights competition(s). When the photographs of the in-house judge or his/her family are shown, he/she will signify this by using the number "3". In that situation the average score of the two outside judges (with fractions rounded up) will be used in place of the inside judge's score to arrive at a final score. For example, if the one outside judge scores the photograph a 7 and the other

outside scores an 8, those scores will be averaged as an 8 and the three scores (7, 8, and 8) will be added to produce a final score of 23. **Total Score** is the sum of the three judge's scores. The maximum possible score per image is 30 points.

13. The title and score are announced *after* the photograph is judged.
14. **Contest Awards:** First, Second, and Honorable Mention ribbons are given to the print class, the assigned subject, the image artistry category, electronic photograph classes B and A, and print classes B and A. Winning prints and electronic photographs are shown at the end of the competition and the maker's name and photograph title are announced. Ribbons are presented at the next meeting night. Ties are not broken, so several ribbons may be awarded at each level.
  - a. Members are reminded to keep their photographs from the 8 competitions together as a group so that they can select entries for the end of the year competitions when the time comes. This is especially important for prints because the same exact print that was entered into regular competition needs to be entered into the end of the year competition (no further editing is allowed). For electronic competitions only the titles are sent in for the end of the year competitions, so you need good records of all the images competed during the season.
15. **Cumulative Score** is the sum total of all print or electronic photograph scores to date. At the end of the competition year the highest 12 scores of each maker in each category for print and open electronic competition or the highest 6 scores of each maker in each category for Assigned Subject and Image Artistry are summed to determine the cumulative score. Makers can compete in more than one category and can have cumulative scores in each category. This is why members are encouraged to enter each month's competition and why they should take advantage of makeup privileges for the Open Competitions if they miss one or two competitions.
  - a. **To be ranked in prints or electronic photographs, the maker must have submitted a total of 16 photographs** (8 contests times 2 photographs per contest).
  - b. **To be ranked in image artistry, the maker must have submitted a total of 8 photographs** (8 contests times 1 photograph per contest).
  - c. **To be ranked in assigned subject, the maker must have submitted a total of 6 photographs** (8 contests times 1 photograph per contest, two zeros allowed).
16. **Year-end awards:**
  - a. A high cumulative score trophy is awarded for the highest cumulative score in the print class, in assigned subject, in image artistry, in each electronic photograph class (B and A) and in each print class (B and A).
  - b. The **Everett Wilson Memorial Trophy** is presented to the new member (defined as a member who is in his/her first 5 years of membership in the New Haven Camera Club without previous competition experience in another club) who shows the greatest improvement from one year to the next. To be eligible the member must have submitted 16 photographs in a single category during the season. That member must have submitted at least 6 photographs in the same or a different category the previous season. The winner is the member whose average score shows the greatest improvement from one year to the next.
  - c. The **Joseph A. Dichello Memorial Award** is presented to the best landscape or seascape selected by the judges in a separate electronic competition. Joe was a long time member of the club who was known for his excellent landscape photography.

- d. The **Jane Sibley Honor Award** is presented to the best nature photograph selected by the judges in a separate electronic competition. Jane is a long time member of the club known for doing a variety of photography including nature.
17. **Promotions** to a higher class in electronic photographs will be made after each contest year by the Executive Committee to equalize class size and skill level for fairest and keenest competition based on average scores achieved during the year. Changes are announced in the club blog before a new club year begins. However, a member recommended by the Executive Board for promotion to the next higher class may decline promotion by notifying the Vice President for Inside Competitions.
18. Changes to a lower class in electronic photographs may be requested at the end of any year by any member by making application to the Vice President for Inside Competitions for action by the Executive Committee. Permission may be granted, or withheld, at the discretion of the Committee. To be eligible, a member must have competed for at least one year in the higher class and must have finished in the lower half of that class.

## Prints

- 1) All prints, black and white or color, will be judged together.
- 2) Prints must be between 8" x 10" and 16" x 20", mounted, but not framed. Developing and printing may be done by the photographer or may be done commercially. Prints produced using digital techniques are acceptable. Prints may be matted conventionally or electronically.
- 3) Prints *must be submitted no later than 7:15 p.m.* on competition night so that the competition committee has time to organize the prints for the competition.
- 4) A maker's 2 prints will be arranged so that all makers' first print are judged before all makers' second prints rather than being grouped together. Make-up entries will be judged at the end.
- 5) Prints will be returned to the makers on the competition night when entered *after* members have had a chance to peruse them following the meeting **unless they are held for outside competitions.**

## All Electronic Photographs

- 1) All Electronic photographs must be e-mailed to an e-mail address designated by the Vice President of Inside Competitions by midnight on the Friday night prior to the competition night to give the Vice President for Inside Competitions or his/her designated assistant time to organize the entries for competition. They may also be given to the Vice President for Inside Competitions or his designated assistant on CD prior to the Friday night deadline.

**Please note that we are currently switching to a web-based submission system so in the near future this particular direction may change.**

## Open Electronic Photographs

- 1) All photographs, black and white or color, will be judged together.
- 2) Photographs must be in the JPEG format and scaled to a maximum of 1024 pixels wide and a maximum of 768 pixels high. See the section on *Preparing Photographs for Competition* for details on sizing your photographs and naming your files.

- 3) It is the discretion of the maker to subject an image into the open or image artistry competition. The intent of the Image Artistry category is to encourage artistry and creativity. This description will be read out to the Judges prior to each competition, and they are to score according to this description, keeping in mind this category is meant to encourage artistry and creativity.
- 4) Make-up entries will be judged at the end and are not eligible for ribbons.

## Image Artistry Competition

This category is meant to encourage artistry and creativity.

1. The image artistry competition will be conducted on the same evening as the Open Competitions. In these competitions all members compete together.
2. **Entries:** One maximum per contest. There is no time limit on when the entry was shot or created.
3. The image artistry category will consist of electronic images which are enhanced as much as the maker desires. Types of effects include, but are not limited to, artistic filters, digital painting, montages, composites, mylar, infrared, black light, image out of the frame and other such creative effects which may be used freely. The end product may be the result of in-camera and/or post-processing creativity on the part of the maker. It is the discretion of the maker to subject an image into either open or image artistry.
4. In order to have a contest, at least two members must participate. In order to give out ribbons at least three members must participate; however, photographs will be scored regardless of the number of participating members.
5. Photographs must be in the JPEG format and scaled to a maximum of 1024 pixels wide and a maximum of 768 pixels high. See the section on *Preparing Photographs for Competition* for details on sizing your photographs and naming your files (Image artistry filenames will begin with a C\$).
6. **Judging:** The Image Artistry Competition will be scored by the judges using the same numerical scoring system that is used to score the Open Competitions. However intent (“This category is meant to encourage artistry and creativity”) of the Image Artistry category will be read to the judges prior to each competition. Ties will not be broken, again like the Open Competitions.
7. **Award:** Ribbon will be awarded for 1<sup>st</sup>, 2<sup>nd</sup>, and HM winners the same as the Open Competitions.
8. **Cumulative Scores:** To qualify for the High Cumulative Score in the Assignment Competition, a member must submit at least 8 photographs. As in the open competition two makeups are allowed and the lowest two scores will be dropped from the cumulative score. These points will count toward an award for highest cumulative point total for the year award presented at the Annual Dinner.
9. A **cumulative score trophy** is awarded to the person who accumulates the most points in the image artistry Competitions. This trophy is presented at the Annual Awards Banquet in June.
10. Electronic photographs are not returned and may also be used for outside competitions.
11. **Make-ups:** As in the open competition, make-up photographs for a maximum of two missed contests are permitted in image artistry competition. This means a total of two make-up images may be submitted, one per missed contest.

## Assigned Subject Competition

1. Conducted on the same evening as the Open Competitions. In these competitions all members compete together.
2. **Entries:** One maximum per contest. There is no time limit on when the entry was shot or created.
3. **Judging:** The Assignment Competition will be scored by the judges using the same numerical scoring system that is used to score the Open Competitions. Ties will not be broken, again like the Open Competitions.
4. **Award:** Ribbon will be awarded for 1<sup>st</sup>, 2<sup>nd</sup>, and HM winners the same as the Open Competitions.
5. **Cumulative Scores:** To qualify for the High Cumulative Score in the Assignment Competition, a member must submit at least 10 photographs of the possible 16 photographs. A member who submits more than 10 photographs will have his/her cumulative score determined by summing the highest scoring 10 photographs. Thus, it is to your advantage to enter as many photographs as possible since the 10 highest scoring photographs will be used to determine the final score. These points will count toward an award for highest cumulative point total for the year. This award will be presented at the Annual Dinner.
6. A **cumulative score trophy** is awarded to the person who accumulates the most points in our Special Assignment Competitions (assigned subject). These trophies are all presented at the Annual Awards Banquet in June.
7. Electronic photographs are not returned and may also be used for outside competitions.
8. **Make-ups:** No make-up photographs are permitted in Assignment Competition.

## Annual Awards Competition

The print- and electronic photograph-of-the-year competitions are held at the Annual Awards Banquet each year

1. **Eligibility:** All Open Category prints, Open Category electronic photographs, or Assignment electronic photographs **entered in that year's competitions** are eligible as follows:

| Original Category of Entry  | End of Year Competition Eligibility   |
|---|---|
| Open Print Competition  | <ul style="list-style-type: none"> <li>• Open Print Competition (maximum of 4 photographs may be entered)</li> <li>• Joe Dichello Landscape/Seascape competition if converted to an electronic image (maximum of 2 photographs may be entered)</li> <li>• Jane Sibley Nature Competition if converted to an electronic image (maximum of 2 photographs may be entered)</li> </ul> |
| Open Electronic Photograph Competitions or Assignment Electronic Photograph Competition | <ul style="list-style-type: none"> <li>• Open Electronic Photograph Competition (maximum of 4 photographs may be entered)</li> <li>• Joe Dichello Landscape/Seascape(maximum of 2 photographs may be entered)</li> <li>• Jane Sibley Nature Competition (maximum of 2 photographs may be entered)</li> </ul>  |
| Image Artistry Competition  | <ul style="list-style-type: none"> <li>• Image Artistry Competition (maximum of 2 photographs may be entered)</li> </ul>  |

2. **Number of entries:** 4 prints for print-of-the-year and 4 electronic photographs for electronic photograph-of-the-year.

In addition, 2 electronic photographs may be submitted to a special landscape/seascape competition for the Joe Dichello Memorial Award and 2 electronic photos may be submitted to a special nature competition for the Jane Sibley Honor Award. The images on these photographs must have been entered in one category of competition (prints, open electronic photographs, or assignment electronic photographs) during the year; those originally entered as prints must be converted to electronic photographs to be entered in these special competitions.

3. **Each photograph may be entered only once in an end of the year competition.** If a photograph is entered in one of the Open category competitions it may not be entered in either the Joe Dichello Landscape/Seascape or the Jane Sibley Nature special competitions. If a photograph is entered in either the Joe Dichello or Jane Sibley special competition it may not be entered into the other special competition or one of the Open category competitions.
4. **Judging:** By 3 outside judges. Each class is judged separately using the in-out method of scoring (score of 1 signifying “in” and a score of 0 signifying “out”), no comments. In the first round all photographs that receive two or three "ins" will advance to the second round of judging. In the second round only those photographs receiving three "ins" will advance to the final round.

Judges will select a first, second, and honorable mention from those photographs receiving three "ins". If in the second round only two photographs receive three "ins", the judges will pick a first and second place from those two photographs. An honorable mention will be selected from those photographs receiving two "ins".

If only one photograph receives three “ins” it will automatically be given first place. A second and honorable mention will be chosen from those photographs receiving two "ins".

5. **Electronic Photographs:** After first, second, and honorable mention photographs are chosen in each class (B and A), the two first place photographs (one from each class) will be judged against each other for electronic photograph-of-the-year.
6. The electronic photograph judged to be the best nature photograph (in a separate competition) will be awarded the Jane Sibley Honor Award.
7. The electronic photograph judged to be the best landscape or seascape (in a separate competition) will be awarded the Joseph A. Dichello Jr. Memorial Award.
8. **Delivery of entries:** Bring prints to the year end dinner. Electronic photographs (including those for the Joe Dichello Memorial Award and Jane Sibley Honor Award) must be e-mailed to an e-mail address designated by the Vice President for Inside competitions by midnight on the **Friday night prior to the annual dinner** to give the competition committee time to organize the photographs for the competition. Alternatively the director of the electronic competitions may have retained the photos used during the year and only the titles of the selected photos will have to be sent. Each

electronic photography competitor will receive an e-mail after the May competition with specific instructions.

9. **Awards:** Ribbons are awarded to the 1<sup>st</sup>, 2<sup>nd</sup>, and honorable mention winners in each category/class. Trophies are awarded to the photograph-of-the-year chosen in each category of competition and presented at the first meeting in September.
10. **Return of entries:** Prints will be returned at the end of the dinner meeting. Please claim yours before you leave. Electronic photographs will not be returned.

## Mini Show Competition

Each year the NHCC holds a Mini Show Competition at the holiday party in December for digital slides and video projected using a computer connected to an electronic projector. Any member is welcome to participate. The shows may be on any topic: travel, nature, humor, etc. Each show may contain any number photographs, with or without narration, with or without music, but must be *no longer than 5 minutes*.

Members planning to present a show must inform the Vice President for Inside Competitions at or before the second November meeting of the Club so that they can plan for the evening and prepare ballots for the voting. The members in attendance vote on their favorite show. The winner in each category receives a Ruth Sprague Memorial Award. These awards honor the memory of the late Ruth Sprague, a longtime club member.

Presentation of the electronic shows requires a computer to connect to the Club's projector. Participants in the electronic category have the option of bringing their own computers and assuming responsibility for connecting them to the Club's projector. There is usually a Club member, however, who brings a laptop computer and is willing to project members' shows (including a set of speakers for the sound). The shows he/she will be able to project will depend on the type of laptop he/she has, for example Windows only, Macintosh only, or a computer that can run both types of shows. If a member wishes to take advantage of this service and his/her show is compatible with the available computer, the following rules apply:

- 1) The member providing the group computer will make a "best effort" attempt to run the show, though there may be cases where this is not possible.
- 2) The show format must be one that the computer being provided can handle. Shows in the .exe format (from Pro Show gold on Windows) or .app format (from FotoMagico on the Macintosh) are normally the simplest to handle. However, it may be possible to project shows in other formats depending on the capabilities of the computer being provided. Shows consisting of a group of JPEG images numbered in the correct sequence with sound provided by an external player may also be accepted, but the member will have to sequence the timing during presentation of the show.
- 3) Shows to be displayed using the group computer must be given to the member providing the computer at or before the second November meeting of the Club so that the member providing the computer has an opportunity to be sure the shows will run properly before the competition night. Shows will normally be provided on CD, though other media may be acceptable if agreed upon between the person providing the show and the member providing the computer. CD's should not be configured to "auto run" as this makes it more difficult to copy the files to the hard drive of the group computer.
- 4) The show files (or directory containing multiple files if more than one required) should be named as follows: LastName-FirstName-Title, for example "Barnett-William-Bridges of Somerset County". This will allow the shows to be copied to a single directory for projection and be easily identified.

# Preparing Photographs for Competition

## Prints

1. Prints must be between 8 by 10 inches and 16 by 20 inches.
2. Prints must be mounted on mat board or foam core board. Any size mat board or foam core board is allowed up to 16"x20".
3. Prints may be matted conventionally or electronically as long as the maximum dimensions are not exceeded.
4. On the back of each print *clearly print* your name and address, title, order designation (1 or 2), and an arrow indicating which edge is the top. This information may be printed on one or more labels affixed to the back if you prefer not to write on the mount.

## Electronic Photographs

1. Photographs must be submitted as JPEG photographs with the .jpg extension.
2. Convert files to the sRGB color space if not already in that space or convert to Gray Gamma 2.2 if submitting an untinted monochrome photograph.
3. Photographs will be projected using a projector having 1024 pixels in the horizontal direction and 768 pixels in the vertical direction. *Photographs must fit within those dimensions.* See Figure 1.

Unless your photograph's proportions are in the exact ratio of 4 to 3, one of these dimensions will be less than the maximum. For example, if you have a vertical photograph, the height will be 768 pixels, but the width will be significantly less than 1024 pixels. A square photograph will be 768 pixels by 768 pixels under these rules. Smaller photographs are acceptable.

This means that a horizontal photograph will normally be 1024 pixels wide and may be as tall as 768 pixels, for example Figure 2. If the photograph is not 768 pixels tall it will be projected with black bars above and below the photograph as shown in Figure 3. A vertical photograph will normally be 768 pixels tall, but will be less than 1024 pixels wide and it will be projected with black bars on the two sides as shown in Figure 4.

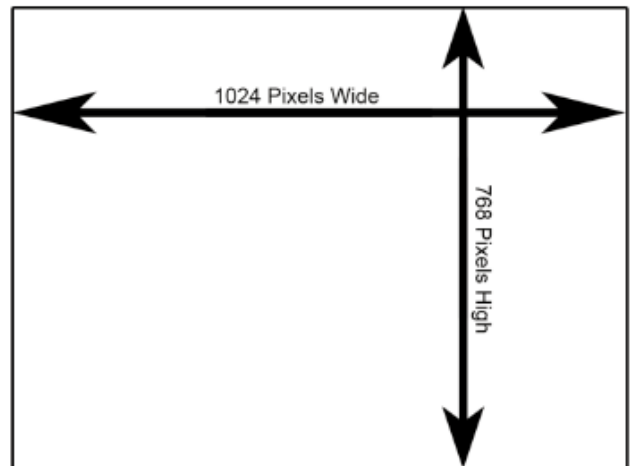


Figure 1



Figure 2



Figure 3

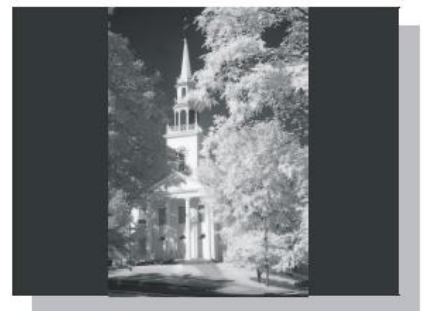


Figure 4

It is suggested that photographs be submitted to the Vice President of Inside Competition or his/her designated assistant well before the deadline so that any sizing or naming problems can be resolved before the due date.

4. In order to provide all of the information needed and to allow the use of automated tools, image files *must* be named as follows: **x#\$LastName\$FirstName\$Title\$Year-Month.jpg**

Where “x” is the class (A, B, S for assigned subject, C for Creative/Image Artistry) “#” is the sequence number for the competition (1 or 2), “LastName” is the last name of the maker, “FirstName” is the first name of the maker, “Title” is the photograph’s title *without spaces* (use the underline character “\_” instead of spaces), and “Year-Month” is the competition being entered in the format “2005-11” for November 2005. It is suggested that normal capitalization rules be followed for the last name, first name, and title. The dollar signs (“\$”) are used to separate the fields of information.

An example file name formatted correctly is **A1\$Jones\$Bill\$Red\_Skier\$2011-11.jpg**

This is Bill Jones’ first photograph for class A entitled “Red Skier” entered into the November 2011 competition. Note that file names may not contain spaces because we may post some or all of the entries and results on our club Internet site which runs on a Unix operating system that does not allow spaces. Use the underline character (“\_”) instead of spaces in titles.

It is very important to adhere to this naming convention so that the Vice President of Inside Competition or his designated assistant can use automated tools to prepare score sheets and keep records. The dollar signs (\$) are recognized as field separation characters by automated tools such as spreadsheet programs. Be sure that all fields are in the correct order.

If you run into problems because your computer operating system does not allow file names as long as required, complete the name as far as possible and put the full file name in the body of the submitting e-mail and the chairman will fix your titles for you.

5. If you are submitting make-up photographs, use the year and month of the competition being made up rather than the year and month of the competition into which entered. If entering make-up photographs for the October 2005 competition in the January 2006 competition, the year and month should be “2005-10”, not “2006-01”.
6. When inserting the competition date, use a 4 digit year (for example 2011) followed by a dash (“-“) followed by a two digit month (09, 10, 11, 01, 02, 03, 04, or 05)

## **Preparation Workflow**

In order to be sure you have done all the steps necessary for submission, it is suggested that you follow the following procedures.

1. Edit your photograph in your favorite image editing program such as Photoshop, Photoshop Elements, or Paint Show Pro. When you are done editing, save the master in the native format for your editing program.
2. Convert the photograph to the sRGB color space if it isn’t already in that color space. This color space most closely matches that of the projector being used to project the photographs.
3. Size each photograph so that it is no wider than 1024 pixels and no taller than 768 pixels.

4. Save the photograph using the file naming convention described above.
5. Submit the photograph by e-mail to NHCCwin@yahoo.com. The subject line should be “Images for Competition” so that it isn’t mistaken for some type of junk e-mail. E-mail is the preferred method for image submission, however you can also copy your photographs to CD and give or send to the Vice President for Inside Competitions or his designated assistant by the due date. **Please note that we are currently switching to a web-based submission system so in the near future this particular direction may change.**

## Interclub Competitions

The New Haven Camera Club is affiliated with the Photographic Society of America (PSA), the New England Camera Club Council (NECCC) and the Connecticut Association of Photographers (CAP). Each of these organizations sponsors competitions in which the club participates. In interclub competitions, individuals can win ribbons or awards, but the club is ranked against other clubs rather than the individuals being ranked.

Our Vice President for Outside Competitions is in charge of selecting and sending prints and electronic photographs to these competitions. The competition schedule is as follows:

**PSA:** October, December, February, April (electronic photographs)

**NECCC:** Fall, Winter, Spring (prints, pictorial electronic photographs, and nature electronic photographs)

**CAP:** Yearly (prints and electronic photographs)

The Club may or may not compete in these competitions depending on the number of entries available for submission. The prints and electronic photographs that we send to these competitions are either selected from the winning prints or electronic photographs entered in our monthly competitions or are provided by members especially for these competitions. A photograph does not have to have been entered into competition to be eligible for use in interclub competitions; simply submit to the Vice President for Outside Competitions for consideration. Members not wishing a print or electronic photograph to be used for these purposes may withhold permission by notifying the Vice Presidents for Inside and Outside Competitions. *[Note that these competitions prohibit an individual from participating from more than one club. If you are competing as a member of another club, be sure to notify the Vice Presidents as listed above and your photographs won’t be used.]*

**Members who have winning photographs in one category of competition are encouraged to provide versions in other formats for use in these outside competitions.**

## Glossary

### Abbreviations

You will hear a lot of abbreviations at camera club meetings and until you understand them they seem like an alphabet soup. Here are some of the more common ones:

#### **PSA**

The Photographic Society of America is a non-profit educational organization for the development of the art and science of photography and for the furtherance of public appreciation of photographic skills. PSA members are individuals, camera clubs, and other photographic organizations.

PSA has seven divisions, each providing opportunities for its members to increase their photographic knowledge and skills in a particular photographic area, through specialized study groups, competitions, publications, and related services and activities. The seven divisions are: Color Projected Image (formally Color Slide), Electronic Imaging, Nature, Photojournalism, Photo Travel, Pictorial Print, and Stereo.

Among the services that PSA provides is the *PSA Journal* which is a monthly magazine distributed to all members. This magazine includes articles dealing with the technical and artistic phases of all photographic media. Other services include recorded lectures, programs, and conventions, both International and Regional. For more information go to <http://www.psa-photo.org/>

### **CAP**

The Connecticut Association of Photographers is a non-profit statewide group whose purpose is to promote photography through the sharing of knowledge and participation in photographic activities. CAP is a very active group which conducts several field trips per year (day and overnight), sponsors photographic competitions, and holds semiannual dinner meetings which feature interesting programs. *Caption* is the newsletter which all members receive. For more information go to [www.CAPinCT.org](http://www.CAPinCT.org)

### **NECCC**

New England Camera Club Council. About one hundred thirteen camera clubs are joined together to form the NECCC, making it the largest camera club council in the country. The by-laws state that the Council "shall be dedicated to the promotion of beneficial relationships among camera clubs of New England, and to the assistance of members, clubs and individuals in the conduct of their activities in every way possible."

NECCC Scholarship Awards are for the students interested in, or already participating in a photographic program of studies in a accredited college NECCC sponsors interclub competitions throughout the season. We participate in the Pictorial Electronic Photograph Competition, the Nature Electronic Photograph Competition, and the Pictorial Color Print Competition.

The NECCC Annual Conference is held at the University of Massachusetts at Amherst in July. This conference attracts between 1000 and 1500 Photographers. There are illustrated lectures, entertaining programs, models, electronic photograph and print competitions, and much more. For more information, go to [www.neccc.org](http://www.neccc.org) .

### **FIAP**

Fédération Internationale de L'Art Photographique is a non-profit, international organization for the development of the art and science of photography and for the furtherance of public appreciation of photographic skills. For more information, go to <http://www.fiap.net/index-en.html> .

## **Honors Categories**

Persons who have provided service to PSA, NECCC, or other photographic organizations, or who have had certain levels of success in international competitions sanctioned by PSA or FIAP are awarded honors which are indicated by initials after their names. Listed below are the ones you are most likely to see in our area.

### **APSA.**

Associate of the **Photographic Society of America**. The Associateship is awarded for material contributions to the advancement of photography, whether resulting primarily from proficiency and achievement or service alone. As in the case of the Fellowship, photographic achievement must be combined with elements of service. The Associateship may be awarded by a majority vote of the Honors Committee.

**FPSA.**

Fellow of the **Photographic Society of America**. The fellowship is awarded for outstanding contributions to the advancement of photography involving a high degree of proficiency and achievement, combined with such elements of service as the dissemination of acquired knowledge through lecturing, judging, instructing, publication of articles, papers, etc. Personal achievement alone does not qualify a candidate for this honor. A three-fourths vote of the Honors Committee is required for the Fellowship.

**HonPSA .**

**Honorary Member of the Photographic Society of America**. The Honorary Membership is awarded for outstanding service to photography, particularly through organizational or similar work. It may be recommended by a three-fourths vote of the Honors Committee and requires a majority vote of the PSA Executive Committee for approval. Proficiency in the use of the photographic medium is not a requirement, and the candidate need not be a member of the Society.

**PPSA, EPSA, MPSA, and GMPSA.**

**Proficiency PSA, Excellence PSA, Master PSA, and Grand Master PSA**. These honors are given to PSA members who have earned a specified number of acceptances in international competitions recognized by PSA as demonstrated by star ratings earned in the various divisions. A member must have earned the following number of acceptances for each award: PPSA, 288 acceptances; EPSA, 700 acceptances; MPSA, 1500 acceptances; and GMPSA, 3000 acceptances.

**AFIAP and EFIAP.**

**Artiste Fédération Internationale de L'Art Photographique and Excellence Fédération Internationale de L'Art Photographique**. These honors are awarded for outstanding records in international photographic competitions conducted outside of North America during a prescribed period of time along with submission of a portfolio of work to FIAP.

**ANEC.**

**Associate Member, New England Camera Club Council**. This honor is awarded by the Council to photographers outside of the New England area who have made significant contribution to the promotion of photography in the New England area through extensive lecturing and teaching, such as a minimum of four appearances on the program of the NECCC annual conference, or 20 lectures to New England Camera Clubs.

**MNEC.**

**Master Member, New England Camera Club Council**. This honor is awarded to those who have performed exceptional service for the Council for a period of not less than five years and/or have substantially advanced photography in the New England area through lecturing, teaching, judging, etc., and through other administrative activities in photographic organizations for the same period This honor is limited to a maximum of five each year.

**HonNEC.**

**Honorary Member, New England Camera Club Council**. This honor is awarded for superior leadership in the operation of the Council, such as a minimum of two years as president or five years in any other office or combination of offices and/or superior photographic leadership in the New England area. For achieving substantial and outstanding recognition in the field of photography through sustained activities for a minimum of ten years through teaching, lecturing, judging, writing, and administrative activities in the New England area. This honor is limited to a maximum of two each year.

# **Appendix A: Club Constitution**

## **Article 1 Name**

The name of this organization shall be NEW HAVEN CAMERA CLUB.

## **Article II: Purpose**

The purpose of the club shall be to promote interest in and knowledge of photography and to provide an opportunity for improvement of members' skills.

## **Article III: Club Year**

The club year shall run from July 1 to June 30.

## **Article IV: Membership**

Any person, high school age or older, interested in the study of photography is eligible for membership. New members must be residents of the state of Connecticut (or full time students studying at a Connecticut school), but once a member you may remain a member even after moving out of Connecticut.

## **Article V: Officers**

The officers shall be President, Vice President for Inside Competitions, Vice President for Outside Competitions, Treasurer and Secretary. Their terms shall be one year.

## **Article VI: Meetings**

Meetings shall be held on the second and fourth Monday of each month, September through April and on the second Monday of May. No regular meetings are held in December. However, a Holiday Banquet is held each December. The Awards Banquet is held each June.

## **Article VII: Amendments to Constitution**

Amendments to the Constitution, if proposed in writing and approved by the Executive Committee, may be adopted by a two-thirds vote at a regular meeting of the club where there is a quorum present. A quorum shall consist of ten members. Notice shall be given to the membership in the *Close-Ups* bulletin preceding the meeting at which the amendments are to be presented.

# **Appendix B: Club Bylaws**

## **Section 1: Executive Committee**

The Executive Committee shall consist of the Officers, Chairpersons of standing committees, two members at large and the retiring President. All other appointed personnel shall also serve on the Executive Committee.

- a. The Executive Committee shall have the power to transact the business of the Club.
- b. Five members shall constitute a quorum.
- c. The Executive Committee shall meet at least once a year. Other meetings of the Executive Committee may be called at the discretion of the President.
- d. The President may be a member, ex-officio, of all committees.

## **Section II: Responsibilities of Officers**

- a. President presides at Club and Executive Committee meetings, appoints Committee Chairpersons, performs other usual duties.
- b. Vice President for Inside Competitions: Conducts electronic photograph and print competitions at the Club; acts for the President in his absence.
- c. Vice President for Outside Competitions: Handles club entries into competitions sponsored by groups other than the New Haven Camera Club; acts for the President in the absence of both the President and the Vice President for Inside Competitions.
- d. Treasurer: Is custodian of Club funds; renders bills and collects dues; pays all bills authorized by the President and/or the Executive Committee; keeps account of receipts and expenditures; reports financial condition of the Club at each Executive Committee meeting.
- e. Secretary keeps minutes of Executive Committee meetings; keeps official copy of By-Laws up to date; handles official Club correspondence.

## **Section III: Responsibilities of Chairpersons**

- a. Program Chairperson: arranges the programs for the regular meetings.
- b. Membership Chairperson: accepts applications for club membership; maintains a current roster of members.
- c. Judges Chairperson: obtains judges for club competitions; provides NHCC judges for other clubs on request.
- d. Field Trip Chairperson: plans field trips for the club.
- e. Publicity Chairperson: prepares newspaper notices of meetings.
- f. Refreshments Chairperson: sets up coffee and other refreshments for meetings; maintains supplies; arranges for members to contribute refreshments.
- g. Workshop Chairperson: organizes workshops to benefit our members.
- h. Scorekeeper: keeps scores for club competition; awards ribbons to winning photographs.
- i. Close-Ups Editor: publishes the club newsletter once a month.

## **Section IV: Elections**

- a. The President shall appoint a Nominating Committee at least one month before the election. The Nominating Committee shall consist of three members who are not officers of the club.

- b. The officers shall be elected by a voice vote at the May meeting.
- c. The new officers shall assume their duties after the annual banquet.
- d. In the event of an elective office becoming vacant during the term, the Executive Committee may name a replacement until the next election.

## **Section V: Membership**

- a. Persons, high school age or older, interested in photography may become members to the Club upon payment of dues and are thereby eligible to full participation in all activities. New members must be residents of the state of Connecticut (or full time students studying at a Connecticut school), but once a member you may remain a member even after moving out of Connecticut.
- b. A person visiting the Club regularly shall be asked to become a member.
- c. In appreciation of outstanding service to the Club, Honorary Memberships may be granted upon recommendation of the Executive Committee.

## **Section VI: Dues**

- a. The annual dues shall be determined by the Executive Committee.
- b. Dues must be paid before entering competitions.
- c. No dues shall ever be requested from an Honorary Member.
- d. Individual joining after March 1<sup>st</sup> shall pay the full annual dues which will include membership for the following year (new members only).

## **Section VII: Finances**

- a. The finances for the Club's activities shall be arranged by the Executive Committee.

## **Section VIII: Order of Business**

- a. The rules contained in Robert's Rules of Order Revised shall govern the Club in all cases to which they are applicable.

## **Section IX: Amendments to Bylaws**

- a. Amendments to these bylaws, if proposed in writing and approved by the Executive Committee, may be adopted by a two-thirds vote at a regular meeting of the Club where there is a quorum present. A quorum consists of ten members. Notice shall be given to the membership prior to the meeting at which the amendments are to be presented.