

CONSTITUTION
of the
LOUISIANA PHOTOGRAPHIC SOCIETY

ARTICLE I: NAME

The name of this organization will be the Louisiana Photographic Society (LPS).

ARTICLE II: PURPOSES

SECTION 1: The general purposes of this organization shall be to promote learning about photography, provide a forum for the discussion of photographic concepts and exhibition of photographs.

SECTION 2: The specific purposes shall be to provide members opportunities to develop their photographic skills, learn from others, view the work of others, and provide a forum for speakers who are knowledgeable in the field of photography.

SECTION 3: Achievement of these purposes shall be provided as may be practicable through workshops, field trips, educational classes, club exhibits and competitions, evaluation of work, lectures, and presentations.

ARTICLE III: MEMBERSHIP

SECTION 1: Membership is open to any person interested in photography.

SECTION 2: Dues are to be set by a majority vote of the membership present at a previously announced meeting.

ARTICLE IV: OFFICERS

SECTION 1: All officers serve a period of one (1) year beginning at the first meeting in January.

SECTION 2: Officers are to be elected at the November meeting of the organization.

SECTION 3: Officers are elected by a majority of the members attending the November meeting.

SECTION 4: Titles and Duties

President: The President shall approve the agenda for all meetings, preside at all meetings, coordinate special events, arrange meeting programs, appoint coordinators and committees as necessary, and serve as an ad hoc member of all committees.

Vice President: The Vice President shall assist the President as the President requests and shall conduct meetings in the absence of the President. The Vice President shall serve as the Website Coordinator. The Vice President shall succeed to the office of President the following year.

Secretary: The Secretary shall be responsible for recording the minutes of the Executive Board meetings, membership business meetings, and any other minutes designated by the President. The Secretary shall maintain the minutes of all meetings and a current copy of the Constitution and Bylaws of the organization. The Secretary shall prepare and maintain in file copies of all official correspondence of LPS. The Secretary shall transfer all records to his/her successor upon completion of the term of office.

Treasurer: The Treasurer shall be responsible for maintaining all financial records of the organization and preparing financial reports as requested. The Treasurer shall balance accounts, maintain financial records, collect dues, make deposits, disburse funds, submit professional membership dues, submit fees for non-profit status, maintain the membership roster, provide a current roster to appropriate LPS members as requested, and check the LPS mailbox regularly. The Treasurer shall give a financial report to the membership annually at the November meeting. The Treasurer shall open records for an internal audit by December 1st of each year. The Treasurer shall transfer all records to his/her successor upon completion of the term of office.

ARTICLE V: EXECUTIVE BOARD

SECTION 1: The Executive Board shall consist of the current officers and the past year's President.

SECTION 2: The President may authorize disbursements of normal expenditures for amounts up to \$100 per year. The Executive Board may authorize disbursements of normal expenditures for amounts up to \$250 per year. The Membership shall approve amounts that exceed \$250 per year. The Education Coordinator may authorize \$25 travel expense money for an out of town speaker presenting the LPS workshop, not to exceed the maximum of \$100 per year. The Program Coordinator may authorize a \$25 honorarium to non-member guest speakers for monthly programs, not to exceed the maximum of \$275 per year.

SECTION 3: The President shall have the power to appoint any committees and coordinators as deemed necessary.

ARTICLE VI: MEETINGS

SECTION 1: General membership meetings shall be held monthly, at a time and place to be recommended by the Board, and approved by a voting quorum of the membership.

SECTION 2: For pre-announced meetings, a voting quorum requirement shall be attendance by 20% of paid members.

SECTION 3: Quorum requirement for Executive Board meeting shall be four (4) members.

SECTION 4: Changes of time or location for the meeting shall be announced in the monthly newsletter and/or via email and/or announced at a monthly meeting.

SECTION 5: Executive Board will meet monthly.

ARTICLE VII: PARLIAMENTARY AUTHORITY

The parliamentary authority for all meetings shall be Robert's Rules of Order, Revised.

ARTICLE VIII: AMENDMENTS

Amendments may be made to this Constitution by addressing the following conditions:

1. The meeting must be pre-announced for the stated purpose of amending the Constitution.
2. There must be a two-thirds vote of those attending the meeting.

Revised: September 2003

Revised: June 2010 – Transferred the LPS media and publicity responsibility from the Secretary to newly appointed Media Coordinator.

Revised: November 2010 – Allow Education Coordinator up to \$100 per year to cover the travel expense for out of town workshop speakers.

Revised: August 2011 – To provide consistency between Constitution and Bylaws.