

By-Laws of the Urban Ecology Center Photo Club
A Special Interest Group (SIG) of the Urban Ecology Center (UEC),
Milwaukee, Wisconsin

ARTICLE I
NAME AND PURPOSE

- a) Name: The Urban Ecology Center Photo Club, (hereinafter referred to as the "Club") a SIG of the Urban Ecology Center (UEC)
- b) Purpose: To promote the art and science of photography in the Milwaukee, Wisconsin community and to develop the skills of the Club members through hands-on experience and educational opportunities.

ARTICLE II
MEMBERSHIP AND DUES

- a) Membership in the Club is open to all residents of the Greater Milwaukee, Wisconsin area who have paid dues to the Club.
- b) Membership in the Club grants the individual the right to hold office, vote in elections, and participate in Club-sponsored activities.
- c) All Greater Milwaukee, Wisconsin residents, over the age of 18, are qualified to join the Club. Until they choose to do so, they are considered guests.
- d) All club activities other than monthly meetings are limited to members and their immediate families.

ARTICLE III
MEETINGS AND ELECTIONS

- a) Regular meetings of the Club will be on the first Thursday of every month, unless agreed upon by a majority of members. Exceptions will be when a major US Holiday falls on a regularly scheduled meeting date.
- b) All meetings shall be conducted in an informal, but business-like manner. Robert's Rules of Order shall govern the conduct of meetings except when they conflict with the By Laws of the Club or the policies of the Urban Ecology Center.
- c) A majority of votes at any Club Meeting shall decide any issue, motion, election or other action of the Club.
- d) The election of officers shall be held during the month of August, Nominations are due at the June meeting with voting taking place at the August meeting. Officers assume their board positions at the start of the fiscal year, September through August. Board terms are for one year.

ARTICLE IV
OFFICERS TENURE AND DUTIES

- a) The Board of Directors include: President, Vice-President, Secretary, Treasurer, Program Coordinator, Newsletter Editor, Technical Coordinator, Web Site Coordinator and Exhibition Coordinator..
- b) Each term is for one year. There is no limit on the number of terms an officer may hold.
- c) If an officer cannot complete the term of office for any reason, the Board of Directors shall appoint a member to fill the vacancy for the remainder of the term. In the case of filling the office of President,

priority will be given to filling it with the Vice-President.

d) The responsibilities and authority of the officers shall be as follows:

The **President** shall provide leadership and direction to the Club, its membership and the Board of Directors. The President shall preside at all meetings of the Club and the Board of Directors. The President shall appoint all non-elected chairpersons of committees. The President shall act as the Club spokesperson.

The **Vice President** shall preside in the absence of the President. The Vice President will take on the task of all publicity for the Club in respect to getting all pertinent information to various publications, including, but not limited to, the UEC Newsletter. The Vice President assumes hospitality responsibility with any guests attending the club's meeting.

The **Secretary** will be responsible for taking the minutes at each meeting. The Secretary also reports the minutes of the previous month's meeting. Should the Secretary be unable to attend a meeting, it is the responsibility of the secretary to forward the minutes to the president for reporting.

The **Treasurer's** main responsibility is to collect the dues of the members. The Treasurer will give a monthly report of the club's financial statement at the monthly meeting. It is also the duty of the Treasurer to pay the club membership dues to PSA & WACCO as needed, maintain a working relationship with the UEC Business Manager, and create, and maintain, the club membership database and attendance sheet. The Treasurer will, working in concert with the authority of the president, approve all club expenses.

The **Program Coordinator** is the club's primary delegate to the PSA/WACCO Organizations. The Program Coordinator is responsible for listing the various special events and develops monthly programs and special activities for the club. The Program Coordinator supplies new members with nametags and updated member binders.

The **Newsletter Coordinator's** responsibility is to produce the monthly newsletter. The Newsletter Coordinator will assemble and publish the newsletter from the various contributions made by the board and the club members. The Editor will mail/e-mail the newsletter to all members two (2) weeks prior to the next scheduled meeting.

The **Technical Coordinator** will work with the Program Coordinator to provide technical support as it relates to audio/visual needs for each meeting.

The **Web Master** will be responsible for maintaining the club's website with current information regarding the club's activities.

The **Exhibition Coordinator** is responsible for procuring public venues for the members to display and sell their work. The Exhibition Coordinator will act as a liaison between club and venue and will assist members to get work prepared as required by venue.

ARTICLE V

REMOVAL OF OFFICERS

Any officer, elected or appointed by the Club Officers, may be removed by a majority plus one vote whenever, in its judgment, the best interest of the club would be served.

ARTICLE VI

SPONSORSHIP

a) The Club is a Special Interest Group of the UEC and as such shall operate under the auspices and guidelines of the UEC.

ARTICLE VII

AMENDMENT OF THE BY-LAWS

- a) Amendments may be amended by a majority vote of the membership present at a monthly meeting or at a meeting duly called for such purpose.
- b) The Board of Directors or any member may propose amendments to the By-laws.
- c) Amendments shall be tendered upon approval by the UEC

ARTICLE VIII

APPROVAL

The by-laws of the Club shall become effective after approval by majority vote of the club.

Revised 2007