



# IGNITE PHOTOGRAPHIC CLUB

## CONSTITUTION OF IGNITE PHOTOGRAPHIC CLUB

### 1. NAME

The name of the Club shall be IGNITE PHOTOGRAPHIC CLUB (IPC)

### 2. AIM

To promote the development of skills and the creativity of all members.

The set objectives are as follows:

1. For each club member to produce a body of photographic work during every 12-month cycle. The intention being to present this at the annual Ignite photographic exhibition.
2. To compete in the Interclub competition

**To compete fairly the following ruling will apply:**

**Where IGNITE is your primary club:**

Where Ignite is your primary club all work submitted for evaluation and club competition may be used by IGNITE to compete in any Interclub competition

**Where IGNITE is NOT YOUR PRIMARY CLUB:**

Should IGNITE not be your primary club, you agree that any images submitted to IGNITE for evaluation and / or competition will not be made available to any other club for submission for any club or interclub competition.

3. To compete nationally and internationally.

### 3. THE CONSTITUTION

3.1 The CONSTITUTION of the Club can only be amended by;

3.1.1 A two-thirds majority of paid-up members present at the ANNUAL GENERAL MEETING and only after notice of such changes was given two weeks in advance.

3.1.2 A two-thirds majority of paid-up members present at the SPECIAL GENERAL MEETING and only after notice of such changes was given two weeks in advance.

3.1.3 If a quorum is not present at any of the above meetings, a new meeting will be called within 14 days, where the majority vote of the members present will be accepted.

### 4. MEMBERSHIP

4.1. Anyone who is interested in photography shall be eligible to be elected as an ordinary member of the Club. There shall be an **age restriction of minimum 21 years of age at time of joining** and no discrimination will be made between professional and amateur members.

#### 4.2. Election of members

4.2.1. Every application for membership shall be made on an Application form supplied by the Council

4.2.2. The Council will have the right to accept or reject such application, and upon such acceptance, the new member shall make remittance for the current subscription.

#### 4.3. Membership fees

4.3.1. The treasurer shall propose to all members present at the AGM, the fees for the following year.

4.3.2. The members present shall ratify the proposed fees at the AGM.

4.3.3. Members joining after 1 January will pay a reduced fee for the rest of that year as per the House Rules.

4.3.4. Membership fees are due at the first meeting of the year in July.

4.3.5. Members who have not paid by the July meeting of that year will not be allowed to enter competitions or continue to receive the newsletter until they have paid the fees for the full year.

4.3.6. Members, who have not paid their membership fees in full by the end of July, will be moved to the Inactive list until their membership fees are paid in full. The meeting online links will not be forwarded to members on the inactive list.



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## 5. LANGUAGE POLICY

- 5.1. IPC recognises all legal and official languages in South Africa, as enshrined in our country's Constitution.
- 5.2. English shall be the primary means of communication for all activities, meetings, and social gatherings of IPC.

## 6. THE COUNCIL

The founding council will have tenure for the first 5 years (60 months) whereafter the following will apply – should any council member be unable to complete their term within this tenure period, the chairperson will appoint a replacement council member if necessary. Thereafter, the following will apply:

- 6.1. The Club shall be governed by a Council who must be elected annually at the AGM.
- 6.2. Members of the Council shall be elected for a term of two year, or as outlined in the House Rules.
- 6.3. The Council shall govern all assets of the Club.
- 6.4. The Council shall have the power to terminate or re-instate membership, suspend, or expel any member for breach of rules for unseemly conduct or malcontent. A member who has thus been expelled shall have no claim to any funds or assets of the Club.
- 6.5. The Council shall have the power to call a SPECIAL GENERAL MEETING.
- 6.6. The Council shall have the power to appoint sub-Committees as needed and shall prescribe their duties and functions.
- 6.7. The Council shall have the power to co-opt members to carry out specific duties as required. Such a member will form part of the Council but will have no voting rights.
- 6.8. The Chairperson shall preside at all meetings. In his or her absence, he/she shall appoint a Chairperson for that meeting.
- 6.9. The Council shall operate according to THE HOUSE RULES as drawn up by the Council, but in accordance with the constitution.
- 6.10. The Council shall decide on the format of the monthly meetings, and they shall endeavor to appoint at least one evaluator at each meeting.
- 6.11. Election
  - 6.11.1 Nominations for the Council can be made before the AGM.
  - 6.11.2 Each nomination must be seconded by another member.
  - 6.11.3. The Council shall consist of:
    - A Chairperson
    - A Secretary
    - A Treasurer
    - Additional 5 to 7 members as required and as laid out in the House Rules.
  - 6.11.4. If the number of nominations does NOT EXCEED the number of Council members as stated in the House Rules, those nominated shall be deemed to be duly elected.

## 7. POWERS OF THE COUNCIL

The Council shall in the name and on behalf of the Club

- 7.1. Have sole control, management and disposition of the affairs, property, and funds of the Club
- 7.2. Receive, administer and apply moneys of the Club
- 7.3. Open and operate banking accounts in the name of the Club
- 7.4. Have the power to buy, sell, let, or hire, exchange, transfer, receive by way of donation or otherwise, movable, and immovable property, including debentures and stocks and shares, and to invest the funds of the Club in Government or Municipal Stock, banks or like organisations: to vary or realise any such investments and to write up or write down the value of any investment
- 7.5. Have the power to enter into, and sign, any contracts in the name of the Club and to institute and defend compound or abandon on behalf of the Club, any legal proceedings by or against the Club.
- 7.6. Have the power to deal generally with the movable and immovable property of the Club and to sign and execute and deliver all necessary powers of attorney and other documents required in transacting general business of the Club
- 7.7. Have the power to call a Special Meeting
- 7.8. Have the power to promulgate rules in conformity with the Constitution for the proper control of the affairs of the Club and may alter or add to such rules according to its discretion
- 7.9. Have the power to all such other things as, in its opinion are conducive to the attainment of all or any of the aims of the Club



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## 8. FUNDS AND ASSETS

- 8.1. The financial year of the Club shall run from 1st July to 30th June.
- 8.2. The funds of the Club shall be deposited with a bank approved by the Council.
- 8.3. The funds of the Club shall be used solely for the furtherance of the Club.
- 8.4. All payments shall be authorised by the Council and ratified at the following Council meeting in the minutes.
- 8.5. The Council shall at no time expend any amount exceeding the available funds of the Club.
- 8.6. All Financial Statements shall be prepared in the prescribed manner prior to each AGM, and within three months be independently reviewed by a suitably qualified accounting professional.

## 9. MEETINGS

- 9.1. Ordinary monthly meetings shall be held at a time and place approved by the Council.
- 9.2. The Annual General Meeting shall be held to coincide with the May Monthly Meeting.
- 9.3. Notice of such a meeting shall be served at least fourteen days prior to the meeting.
- 9.4. The AGM shall:
  - 9.4.1. Receive the Annual Report of the Chairperson
  - 9.4.2. Receive the Financial statements
  - 9.4.3. Elect the Council for the ensuing year.
  - 9.4.4. Ratify Annual Membership Fees.
  - 9.4.5. Transact General Purpose meeting as per Agenda.
- 9.5. Special General Meetings may be held on request of at least Two Thirds of paid-up members.
  - 9.5.1. Special General Meetings may be held on request of at least four members of the Council
- 9.6. Minutes shall be kept of all meetings.
- 9.7. Minutes shall be read and approved at the next meeting of the same kind.

## 10. COUNCIL MEETINGS

- 10.1. The Council shall hold at least one Council meeting in each of the months January to November.
- 10.2. Any Council member who, without prior notice, is absent from three consecutive meetings shall cease to be a member of the Council.
- 10.3. The Council shall have the power to co-opt members to fill vacancies which may arise on the Council.

## 11. QUORUM

- 11.1. At each of the following meetings the quorum shall be as given:
  - 11.1.1. AGM = 30 percent of paid-up members
  - 11.1.2. Special General Meeting = 30 percent of paid-up members
  - 11.1.3. Council Meetings = 60 percent of Council members
- 11.2. In the case of the absence of a quorum in the Council meetings, the meeting shall proceed as normal, but the minutes must be ratified at the next meeting.
- 11.3. In the case of the absence of a quorum in an Annual General Meeting or Special General Meeting, the meeting shall be adjourned to a later date determined by the Council. Fourteen days' notice must be served for this meeting. Those present at that meeting shall form the quorum, and any decisions taken at that meeting will be deemed ratified.

## 12. VOTING

- 12.1. Every person whose name is included in the Active List of Members shall have the right to vote at all Annual General Meetings or Special General Meetings.
- 12.2. Voting for members of the Council shall be made by ballot.
- 12.3. All other voting shall be done by the show of hands.
- 12.4. Members whose names are on the inactive list shall not be eligible to vote at any meeting.



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## **13. WINDING UP OF THE CLUB**

- 13.1. The Club may be wound up by a resolution of at least 75% of the paid-up members present (or by proxy) at a General Meeting.
- 13.2. In the event of the Club being wound up, the assets of the Club remaining after the satisfaction of all liabilities shall be transferred to a photographic Club with which the members decide to amalgamate with, and which Club have as its principal objective the association of photographers for the advancement of photography and all the branches of the art and science connected therewith or failing such an amalgamation then in equal shares to all the photographic societies in the Western Cape that participated in the last Interclub competition.