

**Colorado Council of Camera Clubs
Standing Rules
November 20, 2008**

1) Order of Business

a) Council Meetings

- i) Call to order
- ii) Roll Call
- iii) Announcements
- iv) Competitions
- v) Adjournment of business meeting

b) Board of Directors Meetings

- i) Call to order
- ii) Roll Call
- iii) Acceptance/Correction of Minutes
- iv) Reports
 - (1) Financial Report by Treasurer
 - (2) Report of Audit and Budget Committee by Audit and Budget Program Director
 - (3) President's report
 - (4) President elect
 - (5) Any Active Committees
- v) Communications
- vi) Unfinished Business
- vii) New Business
- viii) Announcements
- x) Competitions
- xi) Adjournment of business meeting

2) Council news and information—Council news and information will be posted on the Council's website: www.coloradocameraclubs.org.

3) The Treasurer shall disburse monies on order of the Board of Directors upon presentation of bills properly authorized and certified by the person incurring the expenditure. The Treasurer shall prepare the annual statement of income and expenditures by April 1 for the previous fiscal year and submit it to the Audit and Budget committee for subsequent forwarding to the Board of Directors. The Treasurer shall maintain records of expenditures by type and shall prepare a report of recent income, expenditure, and account balance for each regular Board meeting.

4) Directors other than officers. Duties:

- a) Audit and Budget Program Director shall supervise the activities of the Audit and Budget Committee.

5) Any member of the Board of Directors who misses three consecutive Board meetings shall be removed from the Board upon a vote of the other board members provided proper notice of the meetings has been given.

6) Term of Standing Committees

- a) The Audit and Budget Committee shall function from May 1 to April 30.
- b) The Year-end Competition Committee shall function from May 1 to April 30.

7) Competition, Quarterly Council Meetings

a) Rules for Entry

- i) Each member club may submit a maximum of twenty-four entries as follows:
 - a. Twelve prints split between monochrome and color as the club sees fit.
 - b. Twelve projected images split among slides (color or monochrome), monochrome projected images and color projected images as the club sees fit.
 - c. A club may select images for entry based on any selection criteria the club deems appropriate.

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- ii) All portions of the image must have been created by the photographer using an image or images primarily acquired photographically and without the use of borrowed images, public domain images, royalty-free images, clip art, etc.
- iii) The use of text within an image is permitted as long as the text does not include the name of the maker or the title of the image.
- iv) Separate competitions shall be held for:
 - a. Monochrome prints
 - b. Color prints
 - c. Slides (Color and Monochrome together)
 - d. Monochrome Projected Digital Images
 - e. Color Projected Digital images
- v) If a member club has more than twenty members as of March 1 of the competition year, there may be no more than four entries total from any individual club member.
- vi) If a member club has twenty members or fewer as of March 1 of the competition year, there are no restrictions on the number of entries from any individual club member.
- vii) First, Second, Third and Honorable Mention winners from past Council Competitions are not eligible. It is up to the individual Clubs to determine whether their Council entries are eligible. Ineligible entries will be disqualified and the Club will, therefore, lose points.
- viii) An image that has won an award in the Year-end Competition of the Colorado Council of Camera Clubs is ineligible for further competitions.
- ix) Entry dimensions and identification:
 - a. Slides must be in 2x2 inch mounts that fit into a "Universal Carousel" with the title and maker's name on the mount.
 - b. Prints must be on mounts at least 11x14 inches and no larger than 16x10 inches. Council-supplied labels must be filled out and attached to the reverse side of the mount. Shrink wrap with label on reverse side is permissible.
 - c. Images for digital projection must be no larger than 768 pixels high and 1024 pixels wide. The images must be in JPG format with a file size no larger than 500 KB. Entries not meeting these size requirements may be rejected or resized at the discretion of the Competition Committee. The title and maker's name must be entered into the EXIF metadata for the image or contained in an e-mail or text file sent or delivered to the person receiving the entries.
- x) All entries must be the sole and exclusive work of a single maker whose submission is qualified for entry in the competition. Commercial processing and printing are permissible.
- xi) Award-winning images in one medium may not be reentered in a different medium.

b) Receipt of entries

- i) Entries for print and slide competitions must be received at least fifteen minutes before the scheduled start of the meeting.
- ii) Entries for projected digital image competitions must be sent or delivered, via e-mail or physically, to the Corresponding Secretary or a person designated by the Corresponding Secretary and must be received at least 48 hours before the scheduled start of the meeting. If the entries are sent via e-mail, the person receiving them shall acknowledge their receipt via e-mail within twelve hours of their receipt.

c) Judging

- i) The judging panel shall consist of three regular judges and an alternate.
- ii) Whenever possible the panel shall be chosen such that no two judges shall belong to the same Club.
- iii) Each judge shall vote on all entries except those from his own Club, or those images in which he can identify the maker.

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- iv) The vote of the alternate judge shall count only when one of the regular judges does not vote. If two judges abstain, the total vote of the remaining judges shall be multiplied by 1.5.
- v) At no time during the competition judging shall any member of the audience make comment to the judges, or audibly react to any image or judge's comment.
- vi) Entries shall be voted on a basis of one to five points. When scores have been tabulated, the judges will break any ties.

d) Awards

- i) The number of entries in that competition category shall determine the number of awards in each competition category.
 - a. 1-4 entries: First Place only
 - b. 5-7 entries: First and Second places only
 - c. 8-10 entries: First, Second and Third places only
 - d. 11-14 entries: First, Second and Third places and one Honorable Mention
 - e. 15-24 entries: First, Second and Third places and two Honorable Mentions
 - f. 25-34 entries: First, Second and Third Places and three Honorable Mentions
 - g. 35-44 entries: First, Second and Third Places and four Honorable Mentions
 - h. 45-54 entries: First, Second and Third Places and five Honorable Mentions
 - i. 55-64 entries: First, Second and Third Places and six Honorable Mentions
 - j. 65-74 entries: First, Second and Third Places and seven Honorable Mentions
 - k. 75-84 entries: First, Second and Third Places and eight Honorable Mentions
 - l. 85-94 entries: First, Second and Third Places and nine Honorable Mentions
 - m. 95 or more entries: First, Second and Third Places and ten Honorable Mentions
- ii) An annual award will be given the Club accumulating the most points in each competition category.
- iii) Points shall be accumulated from the first score given by the judges.

e) In any case where it is *impracticable* for a Club to have a Representative attend a meeting, this Club may submit its entries the next quarterly competition for cumulative score only.

f) A list of a member club's entries must be delivered in electronic format by the Corresponding Secretary or by a person designated by the Corresponding Secretary at least twenty-four hours before the start of the meeting at which they will be judged. The entries shall be in a format designated by the person receiving the entries.

8) Year-End Competition

a) Rules for Entry

- i) Entries may be submitted in one or more of the following divisions:
 - a. Pictorial prints, color and/or monochrome;
 - b. Pictorial slides;
 - c. Pictorial projected digital images, color and/or monochrome;
 - d. Nature prints, color and/or monochrome;
 - e. Nature slides;
 - f. Nature projected digital images, color and/or monochrome.
- ii) Dimensions for entries may be:
 - a. Prints Any size, on mounts 11x14 inches up to 16 x 20 inches, overall and unframed;
 - b. Slides Color and Nature 2 x 2 inches;
 - c. Projected digital images: same requirements as for quarterly competitions.

b) Qualifications for entries

- i) Clubs that are members of the Colorado Council of Camera Clubs may submit entries.
- ii) Only images entered in member-club competition during the previous calendar year (January 1st through December 31st) immediately prior to the Council Year-end will be eligible for entry in the

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annual Year-end Competition. If a member-club does not sponsor competitions within the Club, it may select images for Year-end competition without such restriction. The member-clubs shall be responsible for making year-end competition rules known to their members. The maker of an image shall have primary responsibility for adhering to the rules and withholding from year-end competition any ineligible image. Deadline date for receiving images will be determined by the Year-end Chairperson. Entries will not normally be accepted after the deadline date. The Club selection committee shall make diligent efforts to ensure that images entered in Year-end competition are eligible. Any images found by the Year-end committee to be ineligible shall be disqualified, substitutions shall not be allowed, and any points or awards accrued shall be forfeited.

iii) Clubs may submit a maximum of eight entries in each division.

iv) A Club having more than twenty members as of March 1 of the competition year may not submit more than two entries from any individual club member in each division. There is no such restriction for a Club having twenty or fewer members as of March 1 of the competition year.

v) Images previously entered in a Council Year-end competition are ineligible for subsequent entry Year-end competition.

vi) Identification of entries

a. Each entry for print and slide competition must show:

- 1) Maker's name
- 2) Title of photo
- 3) Club name
- 4) Category entered

b. Each entry for projected digital image competition must show the information listed in (8.b.vi.1) in the file's EXIF metadata. Alternatively, the information may be contained in an e-mail or text file sent or delivered to the person receiving the entries.

vii) A list of a member club's entries must be received in electronic format by the Corresponding Secretary or by a person designated by the Corresponding Secretary at least seventy-two hours before the start of the meeting at which they will be sorted. The entries shall be in a format designated by the person receiving the entries.

viii) Judges for the Year-end competition will be advised that awards will be the same as for quarterly competitions.

ix) Scores for a club's entries will be supplied upon request.

9) Amendment: These Standing Rules may be amended at any regular meeting of the Council by majority vote provided the proposed amendment has been presented at the previous regular meeting or electronically at least fourteen days prior to the meeting, at which it is to be voted upon.