

BRIDGEWATER PHOTOGRAPHIC SOCIETY

**By-laws
Regulations**

September 2007 (Revised March 2016)

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Origins and Objectives

The Bridgewater Photographic Society originated from the collective ideas of a small group of enthusiastic local people who shared an interest in photography. The first official meeting was held at Bridgewater's DesBrisay Museum on September 23, 1982. A constitution and name for the Society was approved on October 23, 1982, followed by our black and white logo. There were twenty-five charter members. Sometime later, in 1985, the Society registered as an official Society with The Registry of Joint Stock Companies.

The main objective of the Bridgewater Photographic Society is to foster and encourage the art and science of photography, in all levels of ability, ranging from novice to professional. The program is designed to expand our insight, and to encourage the development of photographic skills and appreciation. It may involve guest speakers, workshops and presentations by club members. Members may participate in competitions of projected and print images, and audio-visual or silent essays. Other events may include field trips, a photographic treasure hunt and scavenger hunt, a Christmas social, and an awards night dinner. Discovering the world around us through photography is a pleasant and rewarding endeavour; sharing our experiences with others makes it even more worthwhile

General

1. In these by-laws unless there be something in the subject or context inconsistent therewith:
 - (a) "Society" means Bridgewater Photographic Society.
 - (b) "Registrar" means the Registrar of Joint Stock Companies appointed under the Nova Scotia Companies Act.
 - (c) "Special Resolution" means a resolution passed by not less than three-fourths of such members entitled to vote as are present in person at a general meeting, of which at least seven days notice specifying the intention to propose the resolution as a resolution has been given.

Membership

2. Membership shall be open to any person who is 16 years or older and applies for membership in the form approved by the Executive Committee, and who pays the annual fee.
3. For the purposes of registration, the number of members of the Society is unlimited.
4. Every member of the Society shall be entitled to attend any meeting of the Society and to vote at any meeting of the Society and to hold any office, but there shall be no proxy voting.
5. Membership in the Society shall not be transferable.
6. Membership in the Society shall cease upon the death of a member, or if, by notice in writing to the Society, he/she resigns membership, or if he/she ceases to qualify for membership in accordance with these by-laws.
7. The Executive may appoint Honorary members. Such members shall enjoy full membership privileges but shall be exempt from payment of annual dues.

Fiscal Year

8. The fiscal year of the Society shall be the period from April 30th in any year to May 1st in the year next following.

Meetings

9.
 - a) The annual general meeting of the Society shall be held within three months after the end of each fiscal year of the Society;
 - b) An extraordinary general meeting of the Society may be called by the Executive at any time, and shall be called by the Executive if requisitioned in writing by at least twenty-five per cent (25%) in number of members of the Society.

10. At least three days notice of a meeting, specifying the place, day and hour of the meeting and, in the case of special business, the nature of such business, shall be given to the members.

Notice of ordinary general meetings shall be published in the program brochure and distributed to members prior to the first meeting in September. The program shall also be posted on the club website.

Notification of extraordinary general meetings will be sent to members via e-mail to members who have provided e-mail addresses. The non-receipt of any notice by any member shall not invalidate the proceedings at any general meeting.

11. At each ordinary or annual general meeting of the Society, the following items of business may be dealt with and shall be deemed to be ordinary business:
 - (a) minutes of preceding general meeting;
 - (b) consideration of the annual reports of the executive and committee chairpersons;
 - (c) consideration of the financial statements, including balance sheet and operating statement and the report of the auditors therein;
 - (d) election of executive and committee chairpersons for the ensuing year;
 - (e) appointment of auditors.

All other business transacted at an ordinary or annual general meeting shall be deemed to be special business and all business shall be deemed special that is transacted at an extraordinary general meeting of the Society.

12. No business shall be transacted at any meeting of the Society unless a quorum of members is present at the commencement of such business and such quorum shall consist of thirty per cent of the Society's members in good standing.

13. If within one half-hour from the time appointed for the meeting, a quorum of members is not present, the meeting, if convened upon the requisition of the members, shall be dissolved. In any other case, it shall stand adjourned to such time and place as a majority of the members then present shall direct and if at such adjourned meeting a quorum of members is not present, it shall be adjourned sine die.

14. (a) The President of the Society shall preside as chairperson at every general meeting of the Society;
(b) If there is no President or if at any meeting he/she is not present at the time of holding the same, the Vice-president shall preside as chairperson;
(c) If there is no President or Vice-president or if at any meeting neither the President nor Vice-president is present at the holding of the same, the members present shall choose someone of their number to be chairperson.
15. The chairperson shall have no vote except in the case of an equality of votes. In the case of an equality of votes, he/she shall have a casting vote.
16. The chairperson may, with the consent of the meeting, adjourn any meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting, other than the business left unfinished at the meeting from which the adjournment took place, unless notice of such new business is given to the members.
17. At any general meeting, unless a poll is demanded by at least three members, a declaration by the chairperson that a resolution has been carried and an entry to that effect in the book of the proceedings of the Society shall be sufficient evidence of the fact, without proof of the number or proportion of the members recorded in favour of or against such resolution.
18. If a poll is demanded in manner aforesaid, the same shall be taken in such manner as the chairperson may prescribe, and the result of such poll shall be deemed to be the resolution of the Society in general meeting.

Votes of Members

19. Every member shall have one vote and no more.

Directors

20. A director includes trustee, officer, member of an executive committee and any other person occupying such a position by whatever name called.
21. The members of the Society may nominate, elect, or appoint any of its members as directors for conducting the business, discipline and management of the Society and its affairs.
22. Directors shall be elected by the members at any ordinary or annual general meeting of the Society.
23. At each annual general meeting of the Society, all the directors shall retire from office but shall hold office until the dissolution of the meeting at which their successors are elected, and retiring directors shall be eligible for re-election.
24. In the event that a director resigns his office or ceases to be a member in the Society, whereupon his office as director shall ipso facto be vacated, the vacancy thereby created may be filled for the unexpired portion of the term from among the members of the Society.
25. The Society may, by special resolution, remove any director before the expiration of the period of office and appoint another person instead. The person so appointed shall hold office during such time only as the replaced director would have held office.
26. Meetings of the directors shall be held as often as the business of the Society may require. A meeting of directors may be held at the close of every ordinary or annual general meeting of the Society without notice. Notice of all other meetings, specifying the time and place thereof, shall be given either orally or by e-mail to each director within a reasonable time before the meeting is to take place, but non-receipt of such notice by any director shall not invalidate the proceedings at any meeting of the directors.
27. No business shall be transacted at any meeting of the directors unless at least two thirds in number of the directors are present at the commencement of such business.
28. The President or, if absent, the Vice-president or, in the absence of both of them, any director appointed from among those directors present shall preside as chairperson at a meeting of the directors.

29. The chairperson shall be entitled to vote as a director and, in the case of an equality of votes, shall have a casting vote in addition to the vote to which he/she is entitled as a director.

Powers of Directors

30. The management of the activities of the Society shall be vested in the directors who, in addition to the powers and authorities by these by-laws or otherwise expressly conferred upon them, may exercise all such powers and do all such acts and things as may be exercised or done by the Society and are not hereby or by statute expressly directed or required to be exercised or done by the Society in general meeting.

The directors' duties shall include establishment of such regulations as deemed necessary for the attainment of the Society's objectives.

Officers

31. The officers of the Society shall be a President, a Vice-president, a Treasurer, a Secretary, a Program Director and a Past President. The offices of Treasurer and Secretary may be combined.
32. The members shall elect one member to be the President of the Society. The President shall have general supervision of the activities of the Society and shall perform such duties as may be assigned by the members from time to time, provided that a President may so serve for a maximum of two consecutive terms of office.
33. The members may also elect from their number a Vice-president. The Vice-president shall, at the request of the directors and subject to its directions, perform the duties of the President during the absence, illness or incapacity of the President, or during such period as the President may request him/her to do so.
34. (a) There shall be a Secretary of the Society who shall keep the minutes of the meetings of members and directors and shall perform such other duties as may be assigned by the members. The members shall appoint the Secretary and may also appoint a Treasurer of the Society to carry out such duties as the directors may assign. The same person may hold both offices of Secretary and Treasurer.

(b) The directors may appoint a temporary substitute for the Secretary who shall, for the purpose of these by-laws, be deemed to be the Secretary.

Audit of Accounts

35. The auditor of the Society shall be appointed annually by the members of the Society prior to the annual general meeting and, on failure of the members to appoint an auditor, the directors may do so.
36. The Society shall make a written report to the members as to the financial position of the Society and the report shall contain a balance sheet and operating account. The auditors shall make a written report to the members upon the balance sheet and operating account and, in every such report, shall state whether, in his/her opinion, the balance sheet is a full and fair balance sheet containing the particulars required by the Society and properly drawn up so as to exhibit true and correct view of the Society's affairs, and such report shall be read at the annual meeting. A copy of the balance sheet, showing the general particulars of its liabilities and assets and a statement of its income and expenditure in the preceding year, audited by the auditor, shall be filed with the Registrar within fourteen days after the annual meeting in each year, as required by law.

Repeal and Amendment of By-Laws

37. The Society has power to repeal or amend any of these by-laws by special resolution passed in the manner prescribed by law.

Miscellaneous

38. The Society shall file with the Registrar, with its annual statement, a list of its directors with their addresses, occupations and dates of appointment or election, and within fourteen days of a change of directors, notify the Registrar of the change.
39. The Society shall file with the Registrar a copy in duplicate of every special resolution within fourteen days after the resolution is passed.
40. The seal of the Society shall be in the custody of the Secretary and may be affixed to any document upon resolution of the directors.
41. Preparation of minutes, custody of the books and records, and custody of the minutes of all the meetings of the Society and of the directors shall be the responsibility of the Secretary.
42. The books and records of the Society may be inspected by any members at any reasonable time within two days prior to the annual general meeting at the registered office of the Society.

43. Contracts, deeds, bills of exchange and other instruments and documents may be executed on behalf of the Society by the President or the Vice-president and the Secretary, or otherwise as prescribed by resolution of the directors.
44. The borrowing powers of the Society may be exercised by special resolution of the members.

REGULATIONS

The following constitute the Regulations drawn up in accordance with ARTICLE 32 of the Society By-laws.

1. Membership Applications

All membership applications shall be referred to the Treasurer.

2. Types of Membership

- a) Regular membership is available to all persons, sixteen years or older, upon payment of annual dues as described in Section 3 of the Regulations.
- b) Honorary membership shall be awarded, at the discretion of the directors, to non-members or members of the Bridgewater Photographic Society, who have made outstanding contributions to the life of the Society, or who have given long and substantial service to the Society. There shall be no further payment of dues.

3. Dues

- a) The annual dues are payable by the second club meeting or the fourth Tuesday in September of each year. New members joining after the first of January shall pay one-half of the annual membership dues.
- b) Individual dues are determined by the directors.
- c) Dues may have different rates for singles, couples and students.
- d) Dues not paid by October 15th are considered in arrears, membership is suspended and the individual is no longer eligible for competition.

4. Meetings

Regular meetings shall begin at 7:00 p.m. and shall be called to order at 7:15 p.m. on the second and fourth Tuesdays of each month from September to May, subject to change at the discretion of the directors.

5. Competition Categories for Projected Images and Prints

The number of categories open for competition and the maximum entries per category in each competition will be determined by the competition committee before the last meeting of the year. If this isn't done the previous year's competition structure will automatically be followed. Of the categories the committee may choose from any or all of the categories in Appendix E, plus any others they deem appropriate. There must be categories available appropriate to the various trophies presented and they will be named. The committee should present each category and its trophy (if applicable) to the club for a show of interest.

6. Essays

In addition to the nine subject categories, there are two essay competitions. An essay is a series of projected colour images which tells an integrated story about a subject in a pleasing and comprehensible manner.

- a) **Silent Essay:** A silent essay shall consist of not more than twelve (12) inter-related projected images, including a title image. Together they attempt to convey a story or idea. There is neither music nor narration of any kind with the silent essay. The images must be the work of the entrant.
- b) **Sight and Sound Essay:** This essay consists of a series of any number of projected colour images, accompanied by narration and/or music which can be presented within a 10-minute period. All images must be the work of the entrant. The photographer's name must not show in any projected image.

Entrants are encouraged to narrate their own essays, but any non-professional may assist. Anyone involved in professional recording may not narrate the essay unless that person is the maker of the essay.

Essay Judging: The judges will look for originality, technique, editing, continuity, and success in conveying the story or idea. The weighting of the individual elements of general appeal, photography, and production is different for the two essay types, and score sheets detailing the scoring are appended.

7. Theme Presentation

This category contains images which fit the description of a particular theme as specified by the program committee. This is non- competitive.

8. Re-entry of Image into Competition

Any one image can only be entered once into competition in each category for which it is appropriate.

9. Preparing Prints for Competition

- a) The minimum visible image size is 8" x 10", and the maximum size is 16" x 20". Each print should be protected with a firm backing and/or a mat. Prints must be unframed.
- b) Affix your name and category on the back of the photograph at the top of the print. Your name should not be visible on the front of the print or mat.
- c) All entries from print competitions will be counted in determining the winner of the print competition trophy.

10. Preparing Digital Images for Competition

- a) Digital images submitted for competition must use the format as outlined in Appendix F.
- b) Digital images submitted by e-mail should be sent to the digital projectionist no later than the deadline assigned for the competition.
- c) All entries from digital competitions will be counted in determining the winner of the digital competition trophy.

11. Damage or Loss of Photographs

While every precaution will be taken to prevent loss of, or damage to, members' prints, and digital images, neither the judging chairperson nor the projectionists, nor any member of the Executive may be held responsible for damage to, or loss of, any slide, print or digital image which is in the care of the Society.

12. Judging

- a) Projected images and prints for competition shall be judged by a panel of three judges as selected by the judging chairperson or by such other method as may be prescribed by the program committee.
- b) The description of the category as provided in these regulations will be read to the judges prior to the showing of each category.
- c) When a judge has an entry in any competition, the image is scored by the other two judges and given the aggregate of the points awarded, plus the average of those points rounded to the next highest figure.

13. Competition Points

Throughout the year, the judging chairperson keeps a record of all images entered and the scores awarded each image by the three judges.

- a) Each judge scores an image from 2- 5, hence the lowest score is 6 and the highest is 15.
- b) Silent Essays and Audio-Visual Essays are scored by each judge out of 100, and will receive an average of the three scores.
- c) The Silent Essay and Audio Visual Essay have a combined weight of no more than 25% of the total competition points to determine the Photographer of the Year Trophy.

14. Trophies and Awards

There are several perpetual trophies and special awards available to be won in competition by members of the Society.

- 1) **Photographer of the Year Trophy** is awarded to the photographer accumulating the highest number of points in overall competition throughout the year, with the following requirements:
 - a) Must have competed in all three areas of major competition, namely by entering at least one projected image competition, one projected image essay competition and one or more prints in a print competition.
 - b) Must have attained the highest cumulative point total from projected image competitions, projected image essays and print competitions.
- 2) **Best Projected Image Photographer Trophy**, donated by professional photographer, Rick Hebb, is presented to the member who accumulates the highest number of points in general projected image competition during the year.
- 3) The **Marilyn Morrison Memorial Trophy** is presented to the member who accumulates the highest number of points in all image competitions throughout the year in the nature category.
- 4) The **Sylvia Dorey Memorial Trophy** is presented to the member who accumulates the highest number of points in all image competitions throughout the year in the floral category.
- 5) The **Gordon McGowan Trophy** is presented to the member who scores the highest number of points in the sight and sound essay competition.
- 6) The **Silent Essay Trophy** is presented to the member who scores the highest number of points in the silent essay competition.
- 7) The **Fred Hay Memorial Trophy** is presented to the overall winner from all print categories.
- 8) The **New Member Trophy** is presented to the overall winner of a “new member only” projected image competition. Entrants are eligible if they have joined the club for the first time since the last new member competition. If there is an insufficient number of eligible entrants in a given year, the competition may be cancelled.

- 9) The **Treasure Hunt Trophy**, designed by Wayne Peterson, is awarded to the team or individual scoring the most points in an assigned photographic treasure hunt.
- 10) The **Scavenger Hunt Trophy** is awarded to the team or individual scoring the most points in an assigned scavenger hunt.
- 11) **Bridgewater Photographic Honour Awards** are presented throughout the year at meetings following projected image competitions to members whose images receive twelve or more points.
- 12) Other individual prizes may be awarded from time to time for competitions as specified by the directors.

For each of the trophies, in the unlikely event of a tie, the person with the most images scoring twelve or more points will be the recipient of the award.

Each winner of a perpetual trophy will receive it at the awards dinner in May and will have custody of the trophy until the following April.

15) Participation in the Community

The Society and its activities have no political, social, cultural, religious or other affiliation, agenda or purpose outside of photography. The Society may, at the discretion of the Executive, participate in special events organized by the Society, or in conjunction with other photographic groups. The Society shall not partner in, or sponsor, events organized by third parties whose primary purpose or objectives are not photography related. The name of the Society is not to appear in or on any printed material/advertising or any event without the express written permission of the Executive. This in no way limits the ability of the individual members to display or participate in any event they may so choose.

16) Privacy

Society membership information including, but not limited to, the email list, is to be used for Society business and educational purposes only. Unless specifically authorized by the Executive in writing, it shall not be used for personal, commercial, or non Society purposes, including solicitation of business, solicitation of donations, sending joke or spam email, or other similar activities. Such membership information, including the email list shall not be released to third parties, or non-members without the express written consent of the Executive and affected Society members.

RESPONSIBILITIES OF EXECUTIVE AND COMMITTEE CHAIRPERSONS

President

- a) The President is responsible to preside, when present, over all meetings of the Society and the Executive committee and to ensure that all meetings are run in an orderly fashion.

Duties:

- To ensure that the by-laws and regulations of the Society are followed.
- To ensure that all Society meetings commence and end on time.
- To ensure that items to be voted on by the membership are brought to the attention of the membership.
- To welcome and thank guests for their participation in club meetings.
- To decide upon the postponement or cancellation of meetings due to inclement weather or other factors as may arise.
- To delegate authority for members to perform such duties with the Society as may be necessary from time to time.
- To act as a signing officer.
- To prepare a written report in advance of the annual meeting.
- To retain receipts for all expenses incurred, noting on each receipt what the expense was for; and submit all receipts to the Treasurer for payment.

Vice-President

- b) The Vice-President is responsible to perform, in the absence of the President, the duties of the President.

Duties:

- To have such duties or powers as may be prescribed by the Executive or the Society President.
- To work in co-operation with the Program chairperson in planning the year's activities.
- May act as a signing officer.

Secretary

- c) The Secretary performs those duties as may be delegated by the President or prescribed by the Executive Committee.

Duties:

- To take minutes of business conducted during regular meetings.
- To take minutes during meetings and make them available to the club.
- To maintain a record of the minutes past and present of the Society and to become/remain familiar with these.
- To ensure all mail is received and conveyed to the Executive and membership.
- To conduct the correspondence of the Society as required.
- May act as a signing officer.

Treasurer

- d) The Treasurer is responsible for maintaining proper records of the funds of the Society and their receipt and disbursement.

Duties:

- To maintain a register of cash transactions, current chequing account and cheque book record, and files of bank statements and receipts.
- To collect membership dues and other income and issue receipts.
- To make bank deposits, retaining copies of deposit slips, and to stamp the back of cheques being deposited with the Society stamp.
- To issue cheques to pay the bills of the Society.
- To arrange for a year-end audit by two members of the Society prior to the annual general meeting.
- To maintain an up-to-date record of membership
- To issue membership cards to paid-up members.
- To arrange for a meeting at the bank, when necessary due to changes in the Executive.
- To prepare a financial statement, signed by the auditors in advance of the annual general meeting.
- To maintain a petty cash fund of \$50 along with the associated records.
- May act as a signing officer.

Past President

- e) The Past President is responsible for ensuring the smooth transition and continuity with past terms.

Duties:

- To guide and support the Executive, serving as a resource for new officers.

Program Director

- f) The Program Director is responsible for developing and overseeing the Society Program for the year.

Duties:

- To develop, with the rest of the program committee, the program for the coming year. A draft copy should be ready to be presented to the President and Vice-President by late June or early July.
- To have the program prepared and have copies made, once it has been finalized by the Program Committee.
- Ensure distribution of the program to all members.
- To make additional copies of the program available at local outlets throughout the year.
- To ensure that all members have access to the Society's handbook.
- To re-contact guest speakers, once the program is in place, at least one week in advance to ensure they will be available as scheduled and to determine their presentation requirements. Obtain or write a short summary or resume about the guest speaker to use in introduction.
- To purchase and wrap gifts and thank you cards to be presented to guest speakers from outside the club.
Generally the cost for a gift and/or gas should not exceed approximately \$20.
- To prepare a club survey in mid-March to be distributed to all members for ideas and input for the next year's program. Prepare a summary and distribute to the applicable committees.
- To co-ordinate field trips in conjunction with the Field Trip Committee.
- To inform the members about the upcoming program events, etc. as required.
- To be prepared with a backup plan in case a guest speaker is unavailable.
- To retain receipts for all expenses incurred, noting on each receipt what the expense was for; and submit all receipts to the Treasurer for payment.

Host/Hostess

- g) The Host/Hostess is responsible for welcoming all new members and guests.

Duties:

- To ensure that each new member or guest receives a name tag and officially welcome them to the meeting during the announcements.
- To ensure each visitor receives a program.
- To introduce each visitor to as many members as time permits.

Image Projection Chairperson

- h) The Image Projection Chairperson is responsible for ensuring the smooth presentation of projected images in competition and in other activities at club meetings.

Duties:

- To ensure that equipment is kept in good running order. Set up equipment at the beginning of each meeting, and ensure it is kept safe between meetings.
- To maintain an inventory of all club equipment including serial numbers. Provide the Treasurer with a copy of the list.
- To assist members and presenters with the use of the equipment.
- Receive and organize digital entries for competition. Prepare a score sheet for scorekeeper.
- Receive and prepare field trip photos for presentation.

Judging Chairperson

- i) The Judging Chairperson is responsible for arranging judging and recording of scores in all competitions, keeping a record of all totals, and preparing appropriate awards for awards night.

Duties:

- To arrange for three judges for each competition.
- To have score sheets prepared in advance of meeting.
- Organize print images prior to start of competition.
- To record on the sheet each judge's score, add up the three scores given, and announce each total prior to the projection of the next image as required.
- To keep a record of each member's points in competition. Honour certificates are awarded to members for each projected image scoring 12 or more points in regular competition. Fill out and sign these cards.
- Announce and present the awards at the next meeting.
- To retain the original score sheets for reference when totalling points at the end of the year. Refer to the awards section for information on each award.
- To prepare for the awards banquet by calculating the total points in each category and calculating each member's total points for the year.
- Prepare a sheet of first-, second- and third-place winners in each competition category. Prepare a list of winners for the publicity chairperson. Collect trophies from past winners and take them to the engraver for engraving, providing them with a written list of names. Ensure certificates for each trophy winner are prepared. Remember, this information is confidential until awards night. Get cheques from Treasurer for engraver and printer. Take a large tablecloth to cover the awards at the banquet.
- To present the awards at awards night.
- To prepare a written annual report of your activities for the annual meeting.

Publicity Chairperson

- j) The Publicity Chairperson is responsible for publicizing and promoting the Society and its activities.

Duties:

- To write a bi-weekly article concerning the Society's activities including guest speakers, new members, competition results, etc. for the local newspaper according to their requirements. Get names and information of those receiving honours and awards from the judging chairperson. Include your name and contact information, and make sure it arrives at relevant publications in a timely manner to meet their publishing deadlines.
- To place notices of upcoming events in the South Shore Calendar of Events. Make sure notices are received by the Chronicle Herald at least two weeks prior to each meeting or event.
- To co-ordinate publicity for special events as directed by the Executive.

Refreshment Chairperson

- k) The Refreshment Chairperson is responsible for scheduling members to take turns bringing snacks for the break.

Duties:

- To maintain a sign up sheet of members willing to bring snacks for each meeting. Contact the members a few days before the meeting to remind them.
- To arrange for a small container of milk to be brought to each meeting for the coffee.
- To check and maintain a stock of tea, coffee, hot chocolate, napkins, spoons, cups, etc. Submit receipts for payment to the Treasurer.
- To arrange for a fellow member to look after your duties if you are unable to attend a meeting .
- To assist with the planning of refreshments at such other functions of the Society as may be requested by the Executive.

Webmaster

- l) The Webmaster is responsible for setting up and maintaining the club's website, in co-ordination with the Executive and Program Director.

Duties:

- Ensure all program details of upcoming meetings and field trips are included on the website on an ongoing basis.
- Ensure the website is updated with changes in the executive, the program, and the By-Laws when changes occur.

Yearbook Chairperson

m) The Yearbook Chairperson is responsible for maintaining an annual publication that represents the club's activities for the year.

Duties:

- To distribute the publication to the club no later than the first meeting during the following club year.
- To encourage other members to provide images of club activities. Ask members to take, or take yourself, a group shot of members attending outings.
- To know the whereabouts of the collection of past yearbooks.
- Display a few yearbooks for members to look at during meetings.
- Keep receipts for any expenses incurred and submit them to the Treasurer for reimbursement.

APPENDIX A

Memorandum of Association of Bridgewater Photographic Society

1. The name of the Society is Bridgewater Photographic Society.

2. The objects of the Society are:

- (a) To foster and encourage the art and science of photography;
- (b) To encourage the development of photographic skills and appreciation on the part of the members;
- (c) To acquire by way of grant, gift, purchase, bequest, devise, or otherwise, real and personal property and to use and apply such property to the realization of the objects of the Society;
- (d) To buy, own, hold, lease, mortgage, sell and convey such real and personal property as may be necessary or desirable in the carrying out of the objects of the Society.

PROVIDED that nothing herein contained shall permit the Society to carry on any trade, industry, or business and the Society shall be carried on without purpose of gain to any of the members and that any surplus or any accretions of the Society shall be used solely for the purposes of the Society and the promotion of its objects.

PROVIDED, further, that if for any reason the operations of the Society are terminated or are wound up, or are dissolved and there remains, at that time, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall be paid to the Dawson Memorial Hospital Foundation of Bridgewater, Nova Scotia, or its successor.

3. The activities of the Society are to be carried on at the DesBrisay Museum, 130 Jubilee Road, Bridgewater, Nova Scotia.

4. The registered office of the Society is at RR#4, Bridgewater, NS B4V 2W3, c/o Mrs. Gale Crouse.

We the several persons whose names, addresses, and occupations are subscribed, desire to be formed into a Society in pursuance of this memorandum of association.

Dated at Bridgewater, Nova Scotia this 11th day of January, AD 1985.

Name & Occupations

Addresses:

Ronald B. Stuart (President)
Self-employed

207 St. Phillips St, Bridgewater

Johanna Benning-Pentz (Vice-President),
Sales person in Film & Camera Store

RR1 Italy Cross, Lunenburg Co, NS J0J 1V0

Gail A. Crouse (Secretary)
Bookkeeper & Photographer

RR4 Bridgewater B4V 2W3

Mary Anne Wentzell (Treasurer)
Housewife

173 Jubilee Rd, Bridgewater, NS B4V 3G5

Stan LeRoy Dagley (Program Chairman)
Michelin

RR2 Bridgewater B4V 2W

APPENDIX A-2

2015-2016 Executive

President	John Burnett	527-2204
Vice-President	Gary Smith	543-9513
Secretary	Vacant	
Treasurer	Marg Campbell	543-5718
Past President	Sara Harley	530-5152
Program Director	Nancy Johnston	543-7533

2015-2016 Committees/Other Volunteers

Program Committee	Nancy Johnston (Chair), John Burnett, Karen Parnell-Herrick, Gary Smith	543-7533
Field Trip Committee	Charlene Morton (Chair), James Campbell, Reg Archibald	764-2209
Judging/Scorekeeping	Karen Parnell-Herrick, Julia Naas	527-1481 624-9610
Projection	Dave Collins	764-2235
Host	Charlene Morton	764-2209
Refreshments	Hope Campbell	543-9714
Yearbook	Joan McCullough	521-2539
Publicity	Vacant	
Webmaster	Trevor Awalt	228-2971

APPENDIX B

You be the Judge

It is usually desirable that two of the three judges of a competition be club members. The third is usually an invited guest, e.g. a local professional photographer, artist, journalist, etc. Judging by our peers is a valuable way to help all of us sharpen our skills; by evaluating and being evaluated, we become more aware of the things that can make or break a photograph. We gradually can develop a sense of excellence and can distinguish between what is acceptable and what is exceptional. Images are normally judged on the 2 - 5 points system, with 2 being the lowest possible score, and five being the very best. With three judges evaluating a slide, the total judged score can range from 6 points to 15 points.

Consider the following to help make the judging process fair and effective.

- Does the image meet basic technical standards? Is it properly focused? Is it effectively exposed? Is it free from dirt, scratches and blemishes? Usually an image failing to meet any of these standards is given the minimum score.
- Is the image original? Does it look at something in a new, refreshing or surprising way, or has it “all been done before”?
- Does the image make a statement? Does it tell a story or elicit a strong feeling or emotion?
- Did the photographer work at it? Was it a “grab” shot or is there evidence that the photographer really planned and thought it out? In other words, did the photographer take or make the picture?
- Is the composition effective? Are horizon lines straight, elements balanced, etc.? Is space wasted or are too many elements crammed in? Did the photographer make use of strong visual elements (curves, lines, etc.)?
- Does the image fit the category? If it does not, e.g. a house plant or pet cat in a Nature competition, the Judging Chairperson should remove it from competition.

Of course you will bring your own perceptions into the judging process, and rightfully so. So long as your evaluation is objective and fair, it is as valid as any. Remember, judging is an opportunity to help you improve as a photographer. Whether you are on the judging end or the receiving end, consider it a chance to learn more about the art and science of photography. Your judging chairperson would be happy to answer any questions you may have.

APPENDIX C

Bridgewater Photographic Society Silent Essay Competition

Date:

Judge:

Judges look for originality, technique, editing, quality of photography, continuity and success in conveying the story or idea.

SCORING

MAXIMUM POINTS

- 1) Photography**
- 2) General Appeal**
- 3) Continuity**
- 4) Editing**
- 5) Title**

30
30
15
15
10

100

**Total Maximum
Points**

	1	2	3	4	5	Total
Entry Titles	/30	/30	/15	/15	/10	/100

APPENDIX D

Bridgewater Photographic Society Sight and Sound Essay Competition

PHOTOGRAPHY	Maximum	Awarded
1) Technique (focus, exposure) Composition Impact	20	_____
2) Image selection-appropriate to theme and/or story line	10	_____
3) Titles and/or copy work	10	
Subtotal	(40)	
 PRODUCTION		
1) Script writing and narration and/or music choice (appropriate, acceptable)	15	_____
2) Slide pacing and synchronization	10	_____
3) Balance, mixing and volume of music and/or voice	15	
Subtotal	(40)	
 GENERAL APPEAL		
1) Theme or story - opening, progression and closing	10	_____
2) General audience appeal and Acceptance	10	
Subtotal	(20)	
TOTAL	(100)	_____

APPENDIX E

Competition Categories for Projected Images and Prints:

- 1) **Nature:** The subject matter of a nature image must be restricted to nature in all its forms including the many facets of botany, geology, zoology, etc. Human elements, if present, should be unobtrusive and enhance the nature story. Images can include those taken at wildlife parks. Photographs of cultivated plants, domestic animals, still life studies, museum habitats or groups, or similar taxidermy are ineligible for this category.
- 2) **Portrait:** The portraiture category contains images that show a planned portrayal, including figure studies of the subject (animal or human) in which lighting, posing, composition, setting, mood, background, location and creative use of technique are emphasized. "Snapshots" or "family record" pictures are generally not appropriate for competition.
- 3) **Environmental Portrait:** This must be a planned portrayal of a human subject(s) with the difference being that the photographer also must include background and/or props that help tell a story of the subject. In other words, you are to include part of the subject's "environment" with a view to revealing more of who he/she is than a traditional portrait might.
- 4) **Pictorial:** This is an open category and may include any subject.
- 5) **Creative:** This category depicts a departure from realism often through the use of deviations such as motion blur, montages, patterns, selective focus, zoom exposures and other techniques. The purpose of these techniques is to alter reality to the point that the picture is essentially surreal or abstract.
- 6) **Humour:** An image that tends to make one laugh may be considered as belonging to this classification; however, any attempt to embarrass any individual will not be accepted. The image title will be read aloud just before it is presented for judging to provide the sometimes necessary punch line.
- 7) **Human Interest:** This category contains images which communicate or tell a story of people and their environment. Human interest should portray spontaneity, emotion and/or action, and often depicts scenes which have an interest to the average viewer.

8) **Photo Travel:** Such images may or may not have been taken on a trip. They can be very local. But they must in any case show a “sense of place” with or without people. These are images you would like to see in a travel magazine or brochure.

9) **Floral:** This category is for images of cultivated flowers or arrangements of wild flowers. Compare with definitions in Nature.

10) **Photojournalism:** images shall consist of pictures with informative content and emotional impact, including human interest, documentary, sports and news. Images should tell a story appropriate for a news story. The journalistic value of the photograph shall be considered over pictorial quality. In the interest of credibility, photographs that misrepresent the truth such as manipulation to alter the subject matter, or situations that are set up for the purpose of photography are unacceptable in this category. (source: Photoguild of NS)

11) **Urban:** Conveys a sense of urban living. Can include cityscapes, architecture and candid images of people interacting with the urban environment.

12) **Monochrome:** A monochrome image uses a single colour in varying shades from dark to light. The image may be black and white; it may also make use of, or emulate, traditional monochromatic, photographic processes such as sepia toning (brown), or cyanotype (cyan/blue). Any single colour may be used. The Monochrome Category is open with regards to image subject. In addition to general photographic technique and artistry, images in this category will be judged on how successfully the maker has utilized the monochromatic medium.

13) ***Other categories as determined by Committee.***

APPENDIX F

Submitting Digital Images for Competition

1. Resize your image to maximum 1024 pixels wide and 768 pixels high
2. Rename your images in the following format, or as instructed in correspondence sent prior to competition if it differs from below:

CAX_PhotoTitle_Firstname Lastname

(please use the underscore key...no spaces or dashes)

Notes:

If sending your submission by email, send to BPSentries@gmail.com no later than 7:00 p.m. on the Saturday prior to the competition. The subject for the e-mail should read: Digital Image Submission.

Replace CA with one of the following **Category Codes:**

NA: Nature
PI: Pictorial
EP: Environmental Portrait
PO: Portrait
CR: Creative
HI: Human Interest
HU: Humour
PT: Photo Travel
FL: Floral
PJ: Photojournalism
UR: Urban
MC: Monochrome

Image Number: A number (1, 2, 3) is to be inserted to replace X.

Photo Title: Title of photograph. Please keep titles short.

Name: First Name and Last Name of photographer

APPENDIX G

Past Presidents

1982-1984	Ron Stuart
1984-1986	Johanna Benning-Pentz
1986-1988	Stan Dagley
1988-1990	Ron Smith
1990-1992	Marjorie Zwicker
1992-1994	Colin Mann
1994-1996	Linda Bedford
1996-1998	Mary Dixon
1998-1999	Marjorie Zwicker
1999-2000	Lise Kaulbach
2000-2001	Eric Hayes
2001-2004	Chris King
2004-2006	Marg Campbell
2006-2007	Terry Humphries
2007-2008	Chris King
2008-2010	Grant Dixon
2010-2011	Brenda Fitzgerald
2011-2013	Derek Johnston
2013-2015	Sara Harley

APPENDIX H

Trophy Winners

Photographer of the Year – presented to the member who accumulates the highest number of points in overall competition throughout the year, and includes scores from the following competitions: Digital Images, Prints, Silent Essay, and Sight and Sound Essay.

1983-84	Johanna Benning
1984-85	Marilyn Morrison
1985-86	Johanna Benning
1986-87	Marilyn Morrison
1987-88	Marilyn Morrison
1988-89	Sylvia Dorey
1989-90	Sylvia Dorey
1990-91	Marjorie Zwicker
1991-92	Marilyn Morrison
1992-93	Dr. Colin Mann
1993-94	Mary Dixon
1994-95	Dr. Colin Mann
1995-96	Mary Dixon
1996-97	Dr. Colin Mann
1997-98	Mary Dixon
1998-99	Marjorie Zwicker
1999-00	Eric Hayes
2000-01	Sylvia Dorey
2001-02	Norman Chandler
2002-03	Sylvia Dorey
2003-04	Mary Nickerson
2004-05	Reg Archibald
2005-06	Marjorie Zwicker
2006-07	Terry Humphries
2007-08	Jeff Merrill
2008-09	Jeff Merrill
2009-10	Sara Harley
2010-11	Sara Harley
2011-12	Teresa Alexander-Arab
2012-13	Sara Harley
2013-14	John Burnett
2014-15	Karen Parnell Herrick

Fred Hay Memorial Trophy – presented to the overall winner from all print photograph competitions.

1987-88	Marjorie Zwicker
1988-89	Marilyn Morrison
1989-90	Marilyn Morrison
1990-91	Sylvia Dorey
1991-92	Nancy Johnston
1992-93	Susan Welch
1993-94	Susan Welch
1994-95	Robert Talbot
1995-96	Eric Hayes, Mary Dixon
1996-97	Christopher Schupe
1997-98	Mary Smith
1998-99	Eric Hayes
1999-00	Deborah Croft
2000-01	Deborah Croft
2001-02	Deborah Croft
2002-03	Deborah Croft
2003-04	Mary Nickerson
2004-05	Deborah Croft
2005-06	Reg Archibald
2006-07	Marilyn Archibald
2007-08	Deborah Croft
2008-09	Jeff Merrill, Cathy Inglis
2009-10	Deborah Croft
2010-11	Teresa Alexander-Arab
2011-12	Derek Johnston
2012-13	Derek Johnston
2013-14	Trevor Awalt
2014-15	Karen Parnell Herrick

Highest Digital Projected Image – presented to the overall winner from all digital photograph competitions.

1998-99	Eric Hayes
1999-00	Mark DeVries
2000-01	Marjorie Zwicker
2001-02	Norman Chandler
2002-03	Sylvia Dorey
2003-04	Marjorie Zwicker
2004-05	Mary Nickerson
2005-06	Marjorie Zwicker
2006-07	Deborah Croft, Jeff Merrill
2007-08	Jeff Merrill
2008-09	Jeff Merrill
2009-10	Sara Harley
2010-11	Deborah Croft
2011-12	Sara Harley
2012-13	John Burnett
2013-14	John Burnett
2014-15	Karen Parnell Herrick

Gordon McGowan Audio-Visual– presented to the member who scores the highest number of points in the Sight and Sound Essay Competition.

1992-93	Patricia Fraser
1993-94	Dr. Colin Mann
1994-95	Dr. Colin Mann
1995-96	Dr. Colin Mann
1996-97	Mary Dixon
1997-98	Eric Hayes
1998-99	unknown
1999-00	Eric Hayes
2000-01	Sylvia Dorey
2001-02	Norman Chandler
2002-03	Sylvia Dorey, Chris King
2003-04	Marjorie Zwicker
2004-05	Larry Wilkins, Reg Archibald
2005-06	Reg Archibald
2006-07	Cathy Inglis
2007-08	Jeff Merrill
2008-09	Derek Johnston
2009-10	Sara Harley
2010-11	Teresa Alexander-Arab
2011-12	Sara Harley
2012-13	Trevor Awalt
2013-14	Kas Stone
2014-15	John Burnett

Silent Essay – presented to the club member who scores the highest number of points in the Silent Essay Competition.

1993-94	Sylvia Dorey
1994-95	Dr. Colin Mann
1995-96	Dr. Colin Mann
1996-97	Nancy Johnston
1997-98	Patricia Fraser
1998-99	Suzanne LeBlanc
1999-00	Marilyn Morrison
2000-01	Sylvia Dorey
2001-02	Marjorie Zwicker
2002-03	Nancy Johnston
2003-04	Nancy Johnston
2004-05	Deborah Croft
2005-06	Chris King
2006-07	Deborah Croft
2007-08	Deborah Croft
2008-09	Peter Stuempel
2009-10	Sara Harley
2010-11	Sara Harley
2011-12	Sara Harley
2012-13	Sara Harley
2013-14	John Burnett
2014-15	Karen Parnell Herrick

Marilyn Morrison Memorial Trophy – presented to the overall winner from all nature competitions.

2003-04	Marjorie Zwicker
2004-05	Mike Eisnor, Deborah Croft
2005-06	Marjorie Zwicker
2006-07	Deborah Croft
2007-08	Geoff Fougere
2008-09	Marie Penny
2009-10	Derek Johnston
2010-11	Derek Johnston, Sara Harley
2011-12	Brenda Fitzgerald
2012-13	Sara Harley
2013-14	John Burnett
2014-15	Trevor Awalt

Sylvia Dorey Memorial Trophy – presented to the overall winner from all floral competitions.

2005-06	Marjorie Zwicker
2006-07	Deborah Croft
2007-08	Deborah Croft
2008-09	Deborah Croft
2009-10	Derek Johnston
2010-11	Teresa Alexander-Arab
2011-12	Derek Johnston
2012-13	John Burnett
2013-14	John Burnett
2014-15	Karen Parnell Herrick

New Member Trophy – presented to the overall winner of a “new member only” projected image competition.

2003-04	Michael Eisnor
2004-05	no winner
2005-06	Geoff Fougere
2006-07	Jeff Merrill
2007-08	Debbie Black
2008-09	Sara Harley
2009-10	James Campbell
2010-11	Candice Croft
2011-12	Trevor Awalt
2012-13	Gary Smith
2013-14	Dave Collins
2014-15	Don Barnes

Treasure Hunt Trophy – presented to the team or individual scoring the most points in an assigned photographic treasure hunt.

1991-92	Marilyn Morrison, Linda Bedford
1992-93	Arne Borgersen, Susan Welch
1993-94	Gillian Fraser, Ronald Smith
1994-95	Colin Mann, Carl Jackson
1995-96	Colin Mann, Carl Jackson
1996-97	Colin Mann, Carl Jackson
1997-98	Marilyn Morrison, Lise Kaulbach
1998-99	Mary Dixon, Suzanne LeBlanc
1999-00	Stephanie de Vries, Marc de Vries
2000-01	Marjorie Zwicker, Gerald Zwicker
2001-02	Norman Chandler
2002-03	Joan Hebb, Sylvia Dorey
2003-04	Norman Chandler
2004-05	Marilyn Archibald
2005-06	Michael Eisnor, Reg Archibald
2006-07	Ralph Cook
2007-08	Deborah Croft
2008-09	Brenda Fitzgerald
2009-10	Deborah Croft
2010-11	Sara Harley, Teresa Alexander-Arab
2011-12	Brenda Fitzgerald
2012-13	Trevor Awalt
2013-14	Trevor Awalt
2014-15	John Burnett

Scavenger Hunt Trophy – presented to the team or individual scoring the most points in an assigned photographic scavenger hunt. Usually a one day event.

2009-10 Team: Ralph Cook, Brenda Fitzgerald, Derek Johnston
2010-11 Team: Deborah Croft, Brenda Fitzgerald, Susan McDormand
2011-12 Team: Deborah Croft, Brenda Fitzgerald, Susan McDormand
2012-13 Team: John Burnett, Marcel Robitaille
2013-14 – the Scavenger Hunt was not a judged challenge this year
2014-15 – the Scavenger Hunt was not a judged challenge this year

APPENDIX I

Honorary Members

Honorary Member

Gordon McGowan, Mahone Bay, NS, 1993

Lifetime Member

Stan Dagley, 2002

In Memoriam

Sylvia Dorey: 1983 - 2005

Fred Hay: 1983 - 1986

Marilyn Morrison: 1982 - 2003

Robert Talbot: 1987 - 2005

Helmut Wolter: 1987 - 2007