GEELONG CAMERA CLUB INCORPORATED *(No. 4963)*
CLUB BYLAWS

ABBREVIATIONS AND ACRONYMS

EDI	**Electronic Digital Image**
EOY	**End Of Year**
SIG	**Special Interest Group**
sRGB	**standard RGB (red, green, blue) colour space**
VAPS	**Victorian Association of Photographic Societies**
VIGEX	**Victoria Geelong Exhibition**
VP	**Visual Pursuits Program**

INTRODUCTION

This document lays out the framework on which the Geelong Camera Club will function. It does not replace the Incorporated Body Rules but rather they co-exist collectively, and the club operation is bound by both established orders.

However, this documents core purpose is to chronicle the base regulations for various club competitions including the rules, the entries across multiple formats, the judging and awards including end of year awards.

The document also covers the membership parameters for renewals and expiration/suspension.

The final section contains the regulations for the publication and alteration of these Geelong Camera Club Bylaws.

DOCUMENT HISTORY

DOCUMENT VERSION	DATE	AUTHOR
2026 Master	July 2026	The Committee
2025 Master	July 2025	The Committee
2023 Master	June 2023	P. Franks
2022 Master	June 2022	C. Reichl & P. Franks

1 CLUB MEETINGS

1.1 The Club will meet each Wednesday evening, from and including the second last Wednesday in January up to the second Wednesday in December, to further the purposes of the Club as outlined in the Rules of Geelong Camera Club Incorporated.

1.2 On meeting nights the Clubrooms will be open by 7.00 p.m., with meetings commencing at 7:30 pm.

1.3 All meetings will be presided over by the Club President or the President's nominee.

1.4 Discussion of items of a political or religious nature will not take place during any Club meetings.

1.5 Under the authority of the Committee of Management, a draft syllabus will be prepared, usually for a 12-month period.

The subject matter of weekly meetings will be publicised in advance, usually 2-3 months, as activities have been confirmed.

Syllabus items will be advertised on the Club website and on Visual Pursuits.

1.6 Any other meetings held in the name of the Club, apart from those prescribed in 1.1 above, must have the approval of the Committee of Management.

Any other meeting held in the name of the Club will be documented within the Club Syllabus and shall be deemed approved by virtue of the Committee of Management approving the Syllabus.

1.7 Special Interest Groups

The Geelong Camera Club may establish Special Interest Groups (SIGs) to cater to those members that have an interest in a particular facet of photography. Each SIG must be approved by the club Committee of Management.

For Committee of Management approval, the nominating member(s) must present a written proposal that includes:

i. outline of the purpose of the SIG

ii. a nominated leader
iii. proposed meeting location and frequency
iv. draft syllabus (that includes e.g. activities, identifiable risks and costs)

Upon approval the SIG leader will:

i. maintain a list of members engaged and participating in the SIG
ii. produce a draft of the monthly syllabus of activities
iii. shall provide feedback to the membership via club meetings and newsletter

Each SIG leader shall submit a short monthly report to the Committee of Management detailing activities undertaken and the current syllabus. Details are to be forwarded 3 days prior to the monthly Committee of Management meeting.

In accordance with 2 USE OF BUILDING AND FACILITIES, the SIG will have free use of the club facilities.
Any damage to club facilities / equipment are to be promptly reported to the Committee of Management so corrective action can be taken.

2 USE OF BUILDINGS AND FACILITIES

2.1 Individual members, or a group of members, may use the Clubrooms and facilities (after a qualifying period of 3 months membership) providing the activity conducted is in accord with the purposes of the Club as outlined in the Rules of Geelong Camera Club Incorporated.

2.2 The care of facilities (including cleanliness and restoring rooms to the state in which they were found) when used in accord with 2.1 is the responsibility of the user(s).

2.3 The Committee of Management may apply charges for use of the Clubrooms facilities.

2.4 No items of equipment may be removed from the Clubrooms without the authority of the Committee of Management.

2.5 The Clubrooms are not available for general community hire, as it against the terms of the Club's Licence Agreement with the City of Greater Geelong. At the Committee's discretion the Clubrooms may be made available for use by non-member individuals or groups for photographic purposes - with or without charge, again at the Committee's discretion.

2.6 Room Booking enquiries must be made to the Treasurer.

2.7 Restitution for damaged or soiled equipment is the responsibility of the user(s). The amount will be determined by the Committee.

2.8 Keys to the Clubrooms

To be issued to members of the Committee of Management (described in Section 3), SIG leaders, Property Steward and the Competition Secretary.

Keys may be issued to a Club Member at the discretion of the Committee of Management. Members that are designated key holders must sign for their key out via the key register.

Keys are not to be lent out further to other people.

No tag identifying the key as belonging to the Geelong Camera Club is to be attached.

Keys are never to be cut or duplicated except by the Committee of Management.

The key register will be regularly reviewed by the Committee of Management and at their discretion may be recalled at any time.

A key muster will be conducted at the start of each administrative year and the key safe code changed.

If a club member requires access to the clubrooms outside regular scheduled club meetings (e.g. hiring of club facilities), they are to contact a member of the Committee of Management to organise a temporary key.

Temporary keys must be signed out using the key register and managed as per above guidelines under 2.8.
These spare keys are kept in a secure location at the clubrooms.

3 ELECTED OFFICIALS

3.1 The Committee of Management (Executive and General Committee Members) are elected/appointed in accordance with the Rules of Geelong Camera Club Incorporated, and shall serve the best interests of the Club and the Club's Purposes, on behalf of the entire membership.

3.2 Duties of elected Officers shall be as follows:

3.2.1 President

i. Be responsible for overall management of the Club with assistance from the committee.
ii. Chair committee meetings.
iii. Ensure that the development of the Club Syllabus under an appointed Syllabus subcommittee occurs and is kept up to date.
iv. Respond to Club website enquiries.
v. Host Club nights or delegate a Committee member if necessary.
vi. Represent the Club at VAPS meetings and other official occasions.
vii. Present a Report on Club business and activities to the Annual General Meeting.

3.2.2 Vice President

i. Support the President in the execution of their president's duties.
ii. Represent the President whenever required.

iii. Perform any duties that the Committee deems necessary in order to maintain support for the President.

3.2.3 Secretary

i. Manage correspondence to and from the Club.
ii. Disperse correspondence to members when appropriate.
iii. Respond to Club website enquiries.
iv. Liaise with the City of Greater Geelong when necessary.
v. Record minutes of the Annual General Meeting, and monthly Committee meetings and any other relevant activities.
vi. Maintain the Club Membership Register, in accordance with the Club Rules and Associations Incorporation Reform Act 2012 and distribute to relevant Club members.
vii. Be the Public Officer of the Club.

3.2.4 The Committee may appoint a Minutes Secretary if deemed necessary.

3.2.5 The Committee may appoint a Membership Officer if deemed necessary.

3.2.6 Treasurer

i. Be responsible for the financial management of the Club.
ii. Report to the monthly committee meetings.
iii. Collect membership fees and any other monies for special events.
iv. Pay invoices and reimbursements.
v. Assist the secretary in signing up new members.
vi. Assist the secretary in maintaining the club Membership Register and assist in its distribution to relevant members.
vii. Manage Clubroom bookings.
viii. Present a Statement of Accounts and a written Report to the Annual General Meeting.

3.2.7 General Members may be allocated one of the following roles or any other roles deemed necessary by the Committee:

i. Sourcing and contacting judges.
ii. Sourcing and contacting Guest speakers and running the night.
iii. Organising and running instructional/practical nights.
iv. Assisting with management of the End of Year Awards judging and Awards Night presentation.

4 NON-OFFICIAL POSITIONS

4.1 In addition to the positions outlined in section 3 of these Bylaws, at the Annual General Meeting or at a later meeting of the Committee of Management the following will be appointed:

4.1.1 Archives Officer

i. Be responsible for overseeing the collection and safe storage of all records of Club activities, both photographic and administrative (except where the Committee of Management deems that items of particular historical value should be stored elsewhere for their safekeeping).
ii. Oversee the care of the Club's Permanent Collection of images.
iii. Nominate potential contenders to the Committee for induction to the Permanent Collection and facilitate collection and presentation of Inductees image submissions.
iv. Present a Report on Archives status and events to the Annual General Meeting.

4.1.2 Selection Committee

i. Be 3 people, appointed by the Committee, usually including the Competition Secretary.
ii. Be responsible for the selection of entries for Inter-Club competitions during the coming year.

4.1.3 Newsletter Editor

i. Be responsible for preparing a monthly Club newsletter to publicise Club news and activities within the Club.

4.1.4 Property Steward

i. Be responsible for keeping an inventory of all Club property.
ii. Be responsible for the care and maintenance of all Club property.
iii. Present a statement of the Inventory of Property, and a Report of maintenance status and events to the Annual General Meeting.

4.1.5 Librarian

i. Care for the Club Library and oversee the borrowing of material.
ii. Present a Report of the library stock and borrowing trends, donations and any problems to the Annual General Meeting.

4.1.6 Webmaster

i. Be responsible for creating and maintaining a website for communication with Club members and the public.
ii. Act on behalf of the Committee of Management, which is ultimately responsible for the website and its management.

4.1.7 VAPS Representatives

i. Be 3 people, including the President, appointed to represent the Club at VAPS meetings.

4.1.8 Competition Secretary

i. Will, with the Visual Pursuits Administrator, set up the competition schedule for the club year.
ii. Ensure that entries comply with competition guidelines. The competition secretary may, in consultation with a committee member, refuse to accept an entry that does not comply.
iii. May request access to metadata or RAW files or negatives if necessary.
iv. Appoint judges for monthly competitions, and relevant Inter-Club competitions.
v. Keep records of results of all competitions on the Visual Pursuits program.
vi. Present a Report to the Annual General Meeting.
vii. The committee may appoint an EDI competition secretary and an Inter-Club competition secretary if required.

4.1.9 Visual Pursuits Administrator

i. Be responsible for managing the Visual Pursuits Software Package (VP)
ii. Arrange payment through Treasurer for annual payment for Software Package
iii. Arrange training for members in the use of relevant sections of the software package
iv. Act on behalf of the Committee of Management which is ultimately responsible for the software, its usage and management

4.1.10 Other positions appointed on need. These positions will report to committee when necessary or on the request of the committee.

i. Gallery Curator- curate the clubs in-house gallery of prints
ii. Judge Steward- select monthly competition judges

iii. Social Media Coordinator- coordinate on-line social media posts
iv. Interclub Secretary- coordinate interclub competitions

5 COMPETITION GRADINGS

5.1 For Competition purposes, section grading's shall be as follows:

For the Open Print section, members will be graded A or B.

For the Electronic Image section, both Open EDI and Set Subject, members will be graded A or B (separate to Prints).

5.2 For annual re-assessment of individuals' gradings to take place, members are required to submit a minimum of 6 entries into Print and/or EDI competitions for grading assessment in that category. Fewer than 6 entries per category could result in the member remaining in their current grade.

5.3 The grades of each member will be reviewed prior to the commencement of the new competition year. Grades will be assessed on performance over the current and previous two competition years.

The Competition Secretary will calculate each member's average score for their individual work, in accordance with 5.2

The Competition Secretary will calculate the Clubs average score in Prints and EDIs separately, using all submitted entries.

5.4 Each member will have a grade for Open and Set Subject Electronic Images and a separate grade for Open Prints. If a member has only submitted entries for either Prints or EDIs exclusively, then the section in which entries were not submitted will be an automatic 'B' grading.

5.5 Members who achieve the Club average or higher will be normally in A Grade.

5.6 Members who score below the club average as per 5.3 will normally be in B grade.

5.7 New contributors to any graded competition section may be assigned a grade after a Committee review of a folio of their work, or at the discretion of the Committee, or will automatically commence in B Grade.

5.8 Notwithstanding the guidelines above, final gradings are at the Committee's discretion. They will not be changed during the course of a competition season.

6 COMPETITION RULES

6.1 The first Wednesday of each month (with the exception of January and July) shall be set aside on the Syllabus for Intra-Club competitions. These are designed to improve members' photography by encouraging them to submit photographs for assessment by nominated judges.

All parts of any photographic image submitted for these competitions, including any parts of the image that make up a composite image or other, must be the photographer's own original work captured as a photograph.

6.2 Members may submit up to five images in each Monthly Competition. Three each of Open EDIs or Open Prints and two set subject EDIs in each month. Members may choose and decide on the composition of the 5 entries they wish to submit for a competition month, however, the maximum numbers of entries for each category must not exceed the number of images as documented.

6.3 All entries must comply with rule **6.1**

6.4 All Open Prints and Open EDI entries allow both colour and monochrome prints. This section accepts all photographic subjects, but must comply with Rule 6.1

6.5 All images will be submitted to the judge(s) in their designated grades, i.e. A or B.

6.6 The judge(s) will be instructed to award points on each image's merits, regardless of grade.

6.6.2 The judge(s), as appointed by the Competition Secretary, shall score each entry out of a maximum of 20 points. The judge shall award a 1st, 2nd and 3rd place in each section according to the highest scoring images.

The judge(s) ***may*** award ***up to*** 2 merits, at their own discretion, per section/per grade as encouragement and/or appreciation of commendable effort - not necessarily according to points scored for an image.

6.4 Monthly Competitions Schedule:

6.7.1February, April, June, September and November shall be for:

- Set Subject EDIs, Open Subject Prints and Open Subject EDIs

6.7.3 There shall not be a Monthly Competition in July due to End of Year Awards, or in January due to the Christmas break.

6.7.4 The Monthly Competition program will not include sections for slides or audio visual slideshows. Competitions for these may be scheduled at other times through the year, at the Committee's discretion.

6.8 Open Prints Competition

6.8.1 In this section, 'Open' means Open Subject and can include any genre. All parts of the image must be taken by the photographer including parts included in composite images.

6.8.2 Ten Open Prints competitions will be held during each competition year, as per 6.6

6.8.3 The Open Prints Section allows both colour and monochrome prints. This section accepts all photographic subjects. Prints must comply with 6.1.

6.8.4 A Print thumbnail must be uploaded to Visual Pursuits for the entry to be considered for judging.

6.8.6 Prints Protection:

i. All prints must be matted, or mounted on backing card, for their own protection and also the protection of other prints that they may contact.
ii. The total thickness of a matted print should be no more than 5mm. This includes the backing and mount board. The use of 5mm foam core is not permitted.
iii. Refer to the Geelong Camera Club website, PRINT PRESENTATION for COMPETITIONS, on how to prepare prints for competition.

6.9 Print Sizes:

6.9.1 Maximum print size is 16 x 20 inches (40x50cm), including mount and matt.

6.9.2 Minimum print size is 4 x 6 inches (10x15cm), excluding mount and matt.

6.9.3 Minimum matt size is 8 x 10 inches (20x25cm).

6.10 Print Identification:

6.10.1 All prints must be labelled on the back in the manner required by the Competition Secretary, including the title of the image, the section entered and the member's competition number, but not the member's name, for purposes of recording and identification.

6.11 Electronic Images (EDIs) Competition

6.11.1 EDIs include both Open EDIs and Set Subject EDIs

6.11.2 Open EDIs Competitions:

i. In this section, 'Open' means Open Subject (see 6.3)
   Ten Open Electronic Image (EDI) competitions shall be held during the competition year, as per 6.1.
ii. The Open section accepts all photographic subjects and styles,
iii. The Open EDI section must follow the same rules as the Open Print section, as per 6.7.3.
iv. As per 6.1, all parts of the images submitted must be the photographer's own work, taken as a photograph.

6.11.3 Set Subject EDI Competitions:

i. Five Set Subject EDI Competitions shall be held during the competition year, as per 6.6
ii. 'Set Subject' EDIs must have been taken within 12 months of the competition.
iii. Set Subject EDIs must follow the rules for Open Prints and Open EDIs. All parts of any images submitted to Set Subject EDI competitions must be the photographer's own original work captured as a photograph.
   Set subject images are part of the monthly submission of 5 images per month.

6.12 Competition Submissions:

6.12.1 EDI Images shall be submitted by uploading to Visual Pursuits.

6.12.2 Format:

i. Electronic images must be sRGB jpg images sized appropriately so that they will fit within a box of 1920 pixels wide by 1080 pixels high.

ii. Images may display poorly if they are significantly undersized or not in the sRGB colour space.
iii. Size: Maximum file size for internal competitions is 1.5MB.

Note: Visual Pursuits program automatically resizes images to required size for internal competitions.

iv. Note: Competitions external to the Club may require different maximum image sizes and / or file sizes to be applied.

6.12.3 File Names:

When you upload your image, only the image title needs to be included in the image file name.

Changes then need to be saved

Slides Competition:

These are not part of the monthly competitions (from July 2012) but may be held on special night(s) each year as determined by the committee.

6.13 GENERAL:

6.12.1 Non-Compliance:

I. If an image is deemed to not comply with the requirements of the section into which it has been entered, it will be disqualified and given 0 out of 20 points and stripped of any awards. This decision will be made by the Competition Secretary in conjunction with Committee member(s) and may be applied either pre- or post-judging.

6.12.2 Any image may be cropped to any format determined by the photographer.

6.12.3 Any image submitted for competition may be commercially processed.

6.124 All subject matter submitted for competition must be original work exposed by the competitor.

6.12.5 Competitors must submit metadata, raw files or negatives upon the request of the Competition Secretary and/or Committee.

6.12.6 Inappropriate Images:

The Club maintains a comfortable environment which caters for all members. Images which do not conform to this standard are not permitted. The Club recognises nude photography which expresses and uses the human form in an artistic but not suggestive way to be an acceptable photographic subject, with the following guidelines:

i. The genitalia and pubic area must not be visible.
ii. The image must not be suggestive or provocative.
iii. The model must be an adult person.
iv. Nudity of a person who might be under-age is not permitted in any context.
v. Any submitted image which is considered to be unsuitable in any way may be rejected by the Committee and/or the competition secretary.

6.14 Competition Criteria:

6.13.1 Submission Times:

i. All entries for a monthly competition must be uploaded to Visual Pursuits by 11.30pm on the first Wednesday of the previous month, unless additional time is granted by the Committee.

6.13.2 Scores

i. All entries for monthly competitions will be awarded point scores from 0 to 20.

6.13.3 Points Awarded:

Points for Competition entries are awarded as follows:

i. 1st place = 10 points
ii. 2nd place = 7 points

iii. 3rd place = 5 points
iv. Merits = 3 points
v. Any other images entered = 1 point each

6.13.4 Re-Entering Images:

Any image which:

i. has been entered into less than a total of 3 monthly competitions across the past and previous competition year(s) combined,
i. *and* has not been awarded a Competition placing (1st, 2nd or 3rd) in a monthly competition in the past or previous competition year(s),
ii. *and* has not received an Award at an End-of-Year Awards presentation,

may be re-submitted into a maximum of 3 monthly competitions in any section or in multiple sections across multiple competition years.

Any image which:

i. is awarded a Competition placing or an End-of-Year Award must not be re-submitted into any monthly competition in any section.
ii. two images are regarded as being the same image if they are very similar and by the same maker, or if they are sourced from the same original exposure. An image converted to monochrome, re-cropped, with different post-exposure processing or converted between slide, print and electronic image formats is not regarded as a different image.

6.13.5 Collection of all entries after a competition is the responsibility of entrants

6.13.6 Image Publication

Any image entered into monthly or interclub competitions may be reproduced on the Clubs website, Social pages, Newsletter or in the Club's Yearbook. These will not be used for any commercial purpose. A member must notify the Competition Secretary if they do not want their images, or some of their images, used in this way. Photos of members undertaking Club activities may appear in Club promotions / marketing.

6.13.7 Interclub Use:

Any image entered into monthly competitions will be considered to be available for selection for Interclub competitions unless the maker advises the relevant Competition Secretary that they do not want this to happen.

6.13.8 Competition Rules must not be altered during the course of a competition year.

6.13.9 Any dissatisfaction or disagreement with the above-mentioned Competition Rules must be referred to the Committee, which will hear and settle any issues. (As per the Geelong Camera Club Rules).

7 ANNUAL AWARDS

7.1 To be eligible to receive any Annual Award, a member must have entered at least 3 monthly competitions during the competition year in the Open Prints and Open EDI sections in which they wish to compete for annual awards.

7.2 In applying this rule Open and Set Subject EDIs are regarded as being the same section.

7.3 To be eligible to receive an Annual Award in the Altered Reality images section.

7.3.1Only the original Electronic Images that were entered in monthly competitions during the competition year are eligible for Annual Awards (i.e. they must not be modified or re-worked in any way)

7.3.2 If an Electronic Image has been entered into less than 3 monthly competitions during the competition year, and has been entered into the Annual Awards competition, and has not gained any Awards or monthly Competition places, it can be entered in monthly competition in the new competition year until it is placed or has been entered an overall total of 3 times into monthly competitions. It would therefore be eligible for entry into the next Annual Awards presentation.

7.3.3 Any image entered into the Annual Awards competitions may be reproduced on the Club website or in the newsletter or in the Club's Yearbook. These will not be used for any commercial purpose. A member must notify the Club Secretary if they do not want their images, or some of their images, used in this way.

7.4 Awards

7.4.1 Photographer of the Year Awards (Aggregates) in each of the following 5 sections, are based on total points received for entries submitted during the competition year. Sections are:-

i. A grade Prints
ii. B grade Prints
iii. A grade Electronic Images (Set Subject & Open Subject combined)
iv. B grade Electronic Images (Set Subject & Open Subject combined)
v. Altered Reality Image of the Year.

7.4.2 The member with the most points in each section will be the winner of that section. Note: Points for Competition entries are awarded as follows:

i. 1st place = 10 points
ii. 2nd place = 7 points
iii. 3rd place = 5 points
iv. Merits = 3 points
v. Any other images entered = 1 point each

7.4.3 The following Awards are decided by 3 judges, acting independently, who will be engaged at the end of the Competition year:

i. Open Print Portfolio of the Year:
W Porter Memorial Trophy.

Awarded on the basis of a folio of 4 prints, from the Open section that may be colour or monochrome or a combination of both. This Award section is not graded. A cohesive set of images is preferred.

ii. Electronic Image Portfolio of the Year:
Joe Mortelliti Memorial Trophy
Awarded on the basis of a folio of 4 images from the Open section and/or Set Subject. This Award section is not graded. A cohesive set of image is preferred.
iii. A Grade Print of the Year
iv. B Grade Print of the Year
v. A Grade Electronic Image of the Year [Includes Set Subject]
vi. B Grade Electronic Image of the Year [Includes Set Subject]
vii. Altered Reality Image of the Year
viii. People Picture of the Year: the Ken & Audrey McKeown Memorial Award

- A print, electronic image of a person or people. This Award section is not graded.

ix. Colour Landscape Print of the Year (includes Seascapes). This Award section is not graded. Definitions for landscapes and seascapes as per VAPS rules.

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x. Monochrome Print of the Year (Open Subject). This Award section is not graded.

xi. Robb Hooper Memorial Trophy for the Quirky, Humorous or Unusual - a print, electronic image. This Award section is not graded

xii. Monochrome Landscape Print of the Year: Laurie Wilson Memorial Trophy.

- ❖ Awarded for a self-produced darkroom monochrome landscape print that the judges deem qualifies as a print of excellence: This Award may be withheld if the judges are not satisfied that there is a print of quality available. This Award section is not graded. Refer to VAPS for definitions.

xiii. Nature Image of the Year - a print, electronic image. This Award section is not graded.

- ❖ *Refer to APS for the Definitions of Nature for Monthly Competitions and Annual Awards*:

7.4.4 The following Awards are determined by the Committee of Management at the end of the Competition year, and are awarded only if the Committee deems that there are worthy recipients, based upon entries in monthly competitions:

i. Meritorious Effort in Colour Prints: the Fred Williams Memorial Tray.
ii. Meritorious Effort in Black and White Prints: the Ted Rogers Memorial Tray.
iii. Meritorious Effort in EDI: a Perpetual Tray.

7.4.5 The Nick Majetic Memorial Endeavour Award is awarded by the Committee in recognition of a Geelong Camera Club Member who represents the qualities of kindness, willingness to assist fellow members and is supportive of Club activities and is awarded only if the Committee deems there is a worthy recipient.

7.4.6 Participation Award for a Second Year Member. Awarded by the Committee to recognize participation in Club activities.

7.4.7 Clubmanship Award: the H. Potter Memorial Shield is awarded by the Club President in recognition of special service rendered to the Club by a member during the competition year.

7.4.8 Awards will be presented at an Annual Presentation Night to be held in July of each year.

8 USE OF LIBRARY

8.1 After a qualifying period of 3 months membership: -

Members may borrow from the library.

Members may borrow only 2 books at a time.

Restitution for a damaged or lost book is the responsibility of the borrower.

Books may be borrowed for a 2-week period with the renewal to be approved by the Librarian.

Borrowed books are to be recorded in a borrowing book kept in the library.

9 MEMBERSHIPS

9.1 Adult Single – a person over 18 years of age.

9.2 Concession Single – a holder of Aged Pension, Government Seniors card, or Disability Pension, or Unemployed, or a Full-Time Student.

9.3 Full Family – 2 related people living at the same address. If one person holds a concession, membership is payable as Full Family.

Additional members: while there is at least 1 non-concession member in the family, membership is payable as Full Family.

9.4 Concession Family – 2 related people living at the same address. Both must be concession holders.

Additional members: must be concession holders.

9.5 Introduction to Photography Course Participants

Participants in a paid club course will be given an option to join GCC at a reduced rate for remainder of year.

9.6 Membership Renewals Timetable

1st July	The first membership renewal notification will be issued
22nd July	A follow-up renewal notice will be issued for members with unpaid dues
12th August	A final renewal notice will be issued for members with unpaid dues
31st August	Final due date
1st September	From this date, any member who has not paid their membership will be considered to be an expired member

9.7 Expired/Suspended Membership

9.7.1 A membership shall cease when:

i. A member resigns as per Section 16 and 17 in the Incorporated Body Rules
ii. A member is suspended as per Section 12 (4) in the Incorporated Body Rules

9.7.2 Should a member resign or if a member is suspended after the membership fees have not been paid as per 9.6, then the following actions shall be taken:

i. The respective members shall be removed from all email lists for correspondence of Geelong Camera Club and its respective SIG's (e.g. Lightseekers)
ii. The respective members shall be removed from all social media accounts of Geelong Camera Club such as Facebook and its respective SIG's (e.g. Lightseekers)

9.7.3 The Secretary / Membership Officer will ensure all relevant club officers are advised when an individual is no longer a financial member of the club

9.7.4 Should any member resign or is suspended as per 9.7.1 or 9.7.2, it shall be minuted in the Committee Meeting Minutes at the next appropriate Geelong Camera Club Committee Meeting(s).

9.8 Life Membership

The Geelong Camera Club on occasion will recognise members that have made an exceptional contribution to the club and designate them as 'Life Members'. To be recognised as a life member, a member must meet certain criteria, and a written nomination application must be submitted for consideration to the Committee of Management.

The written nomination application from a member nominating a member are expected to be submitted toward the end of the club administrative year before the June committee meeting. It is encouraged that interested members discuss their ideas about life membership with the Committee of Management before preparing a nomination application.

Nominations that meet the requirements of the Committee of Management, will be proposed to all members at the subsequent next Annual General Meeting. Some of the criteria that must be met to warrant life membership, include:

i. Being a continuous financial member of the club for at least 10 years.
ii. Being involved in club leadership roles such as being part of the Committee of Management, leading a subcommittee, a SIG leader, leading club outings, and leading or running or assisting in the running of any club meetings.
iii. Has contributed to club education initiatives such as presenting and giving seminars to club members, contributing to educational courses that the club runs, and representing the club at public or associated events and to other relevant organisations.

The final deciding factors and criteria that deem life membership, are determined at the discretion of the Committee. Life Member nomination applications are considered on a case-by-case basis. A Life Member's

name is added to the Life Member Trophy. Life members enjoy free annual club membership

10 PUBLICATION AND ALTERATION OF BYLAWS

10.1 The Bylaws may be altered by a Committee, in accordance with the Rules of the Geelong Camera Club, and shall be reviewed annually.

10.2 A copy of these Bylaws shall be available in the Clubrooms.