

Birmingham Photographic Society

Rules of the Society

1.0 Name and Objective

- 1.1 The name of the Society shall be Birmingham Photographic Society, also known as BPS. Hereinafter referred to as BPS.
- 1.2 The aim of BPS is to create a social studio environment for a practical photography club and encourage photographic knowledge sharing between members.

2.0 Committee and Leaders

- 2.1 The general management and direction of BPS shall be in the hands of a Committee, which shall consist of the following roles;

Chair
Vice Chair
Treasurer
Secretary

The Committee shall hold office for one year and shall be eligible for re-election.

Should any member of the Committee cease to function in his/her official capacity, the vacancy so caused may be filled by the Committee.

Only fully paid members can be elected for a role in the Committee. Voting for Committee members is to be held at the AGM, which is to be held in October, final date to be decided by the current Chair. Nominations from members to be submitted from September with the agenda for the AGM to be published before the meeting.

The Committee shall meet as and when required, inviting team and group leaders to meetings as and when required.

The Committee shall be custodians of all property belonging to BPS. They shall be responsible for the regulations governing the use of the equipment and facilities as they see fit.

The Committee shall rule on any matter not otherwise covered in these rules.

- 2.2 Support Staff can be appointment by committee members to support running's of the club, in areas which they have shown specific interest and enthusiasm in.

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3.0 Membership

- 3.1 All members abide by the rules of the Club.
- 3.2 BPS is open to all persons over the age of 14 who have an interest in photography and shall be confirmed upon payment of the appropriate subscription.
- 3.3 Persons aged 14 and 15 are welcome to attend club meetings and events but must be accompanied at all meetings and other events by a paid member parent or guardian, or adult with the specific agreement of the parent or guardian, who will be responsible for their safety at all times.
- 3.4 Due to demand for membership, we request that members regularly attend club nights (i.e. at least once per month) unless prior agreement with a Committee member has been made.

4.0 Fees

- 4.1 The financial year shall commence 1st January.
- 4.2 Annual membership runs from 1st January to 31st December. All memberships expire on 31st December regardless of enrolment date. New members are welcome to join the club throughout the year.
- 4.3 Annual subscription is £25.
Weekly subs are £3 per week attended, to be paid during the night attended.
- 4.4 New members are welcome to attend their first club night for free as a taster session before joining.
- 4.5 All members must pay fees when attending club nights whether we stay in the club building or we go out on location. Weekly fees finance the running of BPS such as; club house hire, website hosting fees and the purchasing of equipment (e.g. backdrops, lighting etc).

5.0 Health and Safety & Data Protection

- 5.1 See BPS Health and Safety Statement and BPS Data Protection Statement.

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5.0 Equipment

- 5.1 The club does not supply insurance for loss, theft, or damage to individual's property. It is the responsibility of all club members to ensure that they, and their property, are secure and pose no risk to others.
- 5.2 The lending or selling of equipment to other members is completely at owners own risk. Advertising of sales at a club event or on social media must be approved by admin or committee member first.
- 5.3 The use of personal equipment at club is at the owners own risk.
- 5.4 Cars parked whilst attending club meetings or events are at owners own risk.

6. Photographic Content 0

- 6.1 The Society will not permit any member to display inappropriate photographs at meetings, on club websites or social media, in competitions or at exhibitions. The Committee will have the final decision on inappropriate image content. Committee reserve the right to remove such images if deemed necessary without motive.

Sexually explicit or otherwise offensive images are not to be taken during the club meetings. Committee and Team Leaders reserve the right to ask members to rethink their photos if it is deemed images could be considered offensive.

7. Permissions 0

- 7.1 If BPS have organised a model shoot or photo shoot involving visitors, professional or otherwise, we will obtain permission for members to post their photos on Facebook, social media, personal websites, enter competitions etc. If you wish to sell the photo, please speak to a member of the Committee to help obtain the permission of the person/persons involved.
- 7.2 If a member of BPS is modelling, including standing in for test shots, obtain their permission to keep/use or post photos.

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7.3 Obtain permission from members to take their photo at club nights, including “behind the scene” style photos.

8. Websites and Social Media

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8.1 The club maintains a website and social media sites (e.g., Facebook) with the aim to:

- Promote the club to prospective members.
- Organise and promote club events and activities.
- Allow members to share their images in a safe and friendly environment.

8.2 The Committee reserve the right to remove posts from the BPS social media sites if it is deemed that:

- Posts or comments cause offence to any group or individual.
 - Posts/photographs include subject matter not appropriate to the platform used (i.e. against Facebook rules).
 - Photographs include sexually explicit material.
 - Posts/photographs or comments bring the club into disrepute.
 - An individual is attempting to advertise commercial ventures through the site.
 - Unless requested, please do not comment with criticism to a member’s post.
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- A post could be considered raising a complaint relating to the club or its members. Such communications should be directed specifically to the Committee and kept off social media. If a Committee member deems it relevant, they will post an announcement on the BPS Noticeboard Facebook page.

9. Disciplinary Actions

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9.1 Any complaint towards the BPS or its members must be made in writing to the Committee and signed by the complainant(s). The Committee will deal with the complaint in the appropriate manner.

Disciplinary actions may be taken against a member if they have been associated with any of the following:

- Theft of monies, equipment or materials from the BPS or its members.
- Violent, aggressive or threatening behaviour, either inside or outside of club.
- Harassing or causing offence to other BPS members, members of other clubs or members of the general public including social media.
- Image theft or copyright infringement.
- Advertising commercial ventures or other photographic clubs through club nights/events/social media without prior permission from the Committee.
- Displaying any form of offensive photographic material.
- Using the BPS name without permission.
- Bringing BPS into disrepute or discreditation.
- Cost BPS financially, including purposely damaging equipment.

9.2 Disciplinary Actions:

- The member is to be given a verbal warning by Committee (either 2 Committee members or 1 Committee and 1 Team Leader to be present) to advise the member of the complaint against them and what he/she is reasonably required to do to make amends.
- If a member has had two verbal warnings, they will be issued with a written warning.
- If after the written warning the situation is not rectified, then this will be considered to be gross misconduct.

In the event of gross misconduct and deemed appropriate by the whole Committee, a member can have their membership terminated without refund or asked to resign their membership by the Committee without prior notification. Please note further action (i.e. police involvement) will be taken if appropriate. In such event the member may still be provided the opportunity to appeal. This requires a meeting in person with a minimum of either 2 Committee members or 1 Committee and 1 Team Leader.

The Committee reserve the right to terminate membership on other grounds subject to reasons deemed to be appropriate by the whole Committee and two Team Leaders.

10 Actions in the Event of BPS Close

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10. Persons responsible: current Treasurer and Chair.

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10. The assets of the club such as lights and general equipment will be sold. The funds raised will be added to the Clubs current account balance. After satisfying all debts, including those due that cannot be cancelled; the funds will be given to a charity of the Committees choice. All bank accounts held by the club will then be closed.