



# Member's Guide

River City Camera Club

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## Mission Statement:

**The River City Camera Club seeks to enhance individual skill and knowledge of photography through education, programs, activities and monthly presentations.**

## Constitution of the River City Camera Club

### Preamble

Organized on August 19, 1995, upon the merger of the Calder City Camera Club and the Woodland Photo Club, the River City Camera Club seeks to promote the knowledge and enjoyment of photography through education, programs, activities and competition.

### Article I: Executive Officers:

Officers shall be elected at the April meeting for terms of one year, commencing in June. Officers shall be elected from nominations submitted by the Board of Directors, with additional nominations, if any, from the floor. The following officers shall be elected:

#### President.

The President shall preside at all regular and special meetings of the membership and at meetings of the Executive Board.

#### Vice-President.

The Vice-President shall preside when the President is unable to do so. The Vice-President shall also function as the program chairperson, scheduling monthly programs.

#### Secretary.

The Secretary shall record minutes of the Executive Board meetings and minutes of any business transacted at regular or special meetings of the membership. The Secretary shall also serve as correspondent of the Club.

Treasurer.

The Treasurer shall collect membership dues and make disbursements as authorized in the By-Laws, keeping accurate records of income and disbursements and making regular reports to the Executive Board.

Article II: Board of Directors.

The Board of Directors shall consist of the Executive Officers, along with the immediate Past-President. In addition, the Executive Officers may invite Committee Chairpersons and Appointed Functionaries to meet with the Board of Directors and provide input on matters before the board. The Board of Directors shall meet at regular intervals and conduct all the administrative business of the Club. The Board of Directors shall also resolve any disputes threatening the welfare of the Club. Its decision shall be considered final

Article III: Amendments.

Amendments to this constitution shall be proposed through the Board of Directors and voted upon by the membership at a regular meeting; provided notice of the proposed amendment has been given at least one month previously. A majority vote of those members present will be required for passage.

Article IV: Dissolution.

In the event of dissolution of the River City Camera Club, the property and equipment shall be offered for sale to the highest bidder and monies remaining in the treasury shall be donated to one or more non-profit organizations, as designated by the Board of Directors.

## 4. By-Laws of the River City Camera Club

### Affiliations.

The River City Camera Club shall be affiliated with the Southwestern Michigan Council of Camera Clubs (SWMCCC).

**Appointed Functionaries.** The president will appoint the following positions and any other positions that are not listed that may be required to fulfill the activities of the club.

**Activities Coordinator.** The Activities Coordinator shall assist the Vice-President in scheduling programs, field trips, shooting sessions, technical discussions, workshops and other related activities. May take 6-8 hours per month depending on the number of activities planned. Requires minimal amount of time at club.

**Digital Coordinator.** The Digital Coordinator shall receive digital images from RCCC members for the monthly and year-end digital presentations. They shall prepare images for projection during the presentation and be the caretaker of the RCCC club computer, projector and supporting equipment. Requires about 3 hours per month outside of club to prepare images for monthly presentations. Also requires about 10 hours in April/May for year-end competition preparation of images

**Hospitality Chairperson.** One member shall be appointed to serve as Hospitality Chairperson, who shall make appropriate arrangements for refreshments during recesses of the regular meetings. This includes the table setup and décor. The Hospitality Chairperson shall also be responsible for arrangements to be made for special meetings. In the carrying out of these duties, the Hospitality Chairperson shall be encouraged to appoint members of the Club to assist in making hospitality arrangements. May take 1-2 hours per month to purchase supplies for club and to ensure Cookie Brigade contributors bring in a treat for the upcoming meeting.

**Print Arranger.** This person arranges the prints at the monthly meetings in preparation for the print presentation during the monthly meetings. Requires no time outside of monthly meetings.

**Print Presenters.** There are two presenters for prints during monthly and year-end competition. They are responsible for presenting prints during monthly competition. Requires no time outside of monthly meetings.

**Digital and Print Announcer.** During monthly meetings, they sit with the competition chairperson to announce the image titles, photographer and score for each image shown. Requires no time outside of monthly meetings.

**Information Table Manager.** This person shall maintain our library of information that is displayed on the information table at each club meeting. They shall be responsible for maintaining name-tags for all members including obtaining new name tags. Requires 2-3 hours per month outside of club to have nametags made and making copies of information for the club.

**Education Coordinator.** This person shall coordinate educational programs or opportunities for club members. They are NOT required to produce programs of their own, but may produce them if they wish. This requires time outside of club depending on the schedule for education programs or the creation of them.

## 5 Membership and Meetings

Monthly meetings shall generally be held on the first Wednesday of each month, except for the months of June, July and August. A special meeting shall be held in May for the presentation of awards and special recognition. The agenda for each meeting shall be considered optional, but ordinarily all regular meetings shall include a program of interest to the members, a social intermission with refreshments, and a photography presentation.

### 5.1 Membership Dues

The Board of Directors shall determine membership dues annually. They shall be paid in full by the third monthly meeting of a new year. Failure to pay membership dues will result in denial of the privilege of entering monthly, year-end and SWMCCC competitions. Membership dues of persons who join the Club after three months of the new year has elapsed will be pro-rated.

## 5.2 Membership

Membership of any person can be suspended, when sufficient reasons exist, by action of the club Board of Directors. The suspended member shall have the right to appeal suspension, in which case the action of the Board of Directors shall be upheld or rescinded by a majority vote of the Membership in attendance. Examples of what could constitute good and sufficient reason include, but are not limited to: obscene or threatening behavior or personal behavior that disrupts or interrupts meeting(s) to the detriment of other members' participation and enjoyment.

## 5.3 Agenda for River City Camera Club Monthly Meetings

Prints are submitted prior to the start of the meeting for inclusion in monthly presentations. Setup of room for workshop, program, and presentation of digital images is done prior to meeting start.

Meeting is opened with announcements, introduction of visitors and any other general business.

Vice-President introduces program for the evening and the program is presented.

Coffee and treats break so members can socialize and share their thoughts on photography.

President announces the assigned subject and the procedure for evaluating images.

President makes any final announcements and closes meeting. The agenda for the club may vary if there are special circumstances.

## 6 Presentation of Images

The presentation shall consist of prints and digital images entered by Club members. The Board of Directors shall determine the number of prints and digital images.



Prints and digital images will be evaluated and commented on by members of the club. No scores will be given.

The Board of Directors shall make available to Club members a judging guide and the requirements for submission of prints and digital images. Categories for print and digital competition shall be as follows:

### 6.1 Assigned Subject

The Board of Directors shall furnish each member with a schedule of assigned subjects considerably in advance of the beginning of each year. The assigned subject must be evident in the photograph.

### 6.2 Nature

Subject matter in this category is strictly limited to the natural world, with no evidence of "the hand of man" being permitted. The image must convey the truth of what the photographer saw at the time the image was made. The final images must be produced from a single negative, transparency or digital recording.

No image shall show a domestic flower or animal. Digital manipulations are prohibited except for minor enhancements such as brightness, color and sharpening adjustments. Removal of minor blemishes or distractions, whether done in a darkroom or on a computer, is allowed provided no evidence of enhancement is noticeable in the final image. Addition of elements not found when the image was made is **STRICTLY PROHIBITED**.

### 6.3 Scapes

An image is considered to be a scape if it includes a scene having a wide or expansive field of view. Such a scene may consist of an area of land, water, city or urban setting singly or in combination and may include people, animals, natural objects or man-made structures so long as they don't take away from the overall expansive view.

### 6.4 Open

Any and all subject matter is allowed in this category.

### 6.5 Creative

This category is intended for images that are creative and unusual, possibly a different view or unique perspective. These images could also be digitally manipulated, abstract. These images must be derived from photographs originally created by the member.

### 6.6 Monochrome

An image is considered to be Monochrome only if it gives the impression of having no color (i.e. contains only shades of gray which can include pure black and pure white) OR it gives the impression of being a grayscale image that has been toned in one color across the entire image. (For example, by Sepia, red, gold, etc.) A grayscale or multi-colored image modified or giving the impression of having been modified by partial toning, multi toning or by the inclusion of spot coloring does not meet the definition of monochrome and shall be disqualified.

### 6.7 Portrait

Subjects in this category must be a person or persons. Animals do not qualify. The definition of "portrait" in the dictionary is, "A likeness of an individual, especially the face."

### 6.8 Photojournalism

Up to four (4) images may be submitted per entry. Subject matter in this category must be "newsworthy," telling a story of general interest to a wide audience. This type of picture tells or illustrates a story, such as those used in the news, media and periodicals. The subject matter can be spot news, contemporary life, human interest, sporting events, documentary, etc. Digital manipulations are prohibited except for minor enhancements such as brightness, color and sharpening adjustments. Removal of minor blemishes or distractions is allowed provided no evidence of enhancement is noticeable in the final image. Addition of elements not found when the image was made is **STRICTLY PROHIBITED**.

## 6.9 Awards

Appropriate annual awards and recognition shall be determined by the Board of Directors as it sees fit.

# 7 Guidelines for Submission for monthly club competition.

## 7.1 Definitions

**Division:** The format in which an image is submitted: Prints and Digital Images

**Category:** The general subject matter of an image: Assigned, Nature, Scapes, Open, Creative, Monochrome, Portrait, and Photojournalism.

## 7.2 Rules for All Photography Formats.

To enter in monthly presentations of print and digital images, one must be a member in good standing with dues paid up to date.

All entries must be the original work of the maker.

Members may submit up to six (6) images in the Digital division as long as at least one (1) image is entered in the Assigned category. The other five (5) images may be entered in any category or combination of categories the artist chooses. Members may also submit up to six (6) images in the Print division as long as at least one (1) image is entered in the Assigned category. The other five (5) images may be entered in any category or combination of categories the artist chooses.

Titles of images are limited to a maximum of 28 characters and must be unique for each image entered in the same format in competition and may not be repeated in any competition year.

## 7.3 Rules for Submission of Prints.

**A. Commercially prepared prints** will be allowed in competition.

**B. All prints must be mounted on 16"x20" or smaller mounts.** The minimum size for mounts shall be 5"x7".

**C. The maker's**

**name, title of the print, and Figure 3** - This form is affixed to the back of each print, filled out. **competition category must be**

**on the back upper left-hand corner of the print. Use the form, Figure 3, or write it legibly on the back of the print.**

**E. This same form, Figure 3, must also be filled out for each print entry to be used to announce each print during presentation.**

**D. Framing.** Prints CANNOT be framed.



  
**PRINT COMPETITION**  
**ENTRY TAG & LABEL**

Photographer: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Category: \_\_\_\_\_

<input type="checkbox"/> Assigned	<input type="checkbox"/> Monochrome	<input type="checkbox"/> Open	<input type="checkbox"/> Portrait
<input type="checkbox"/> Creative	<input type="checkbox"/> Nature	<input type="checkbox"/> Photojournalism	<input type="checkbox"/> Scapes

**7.4 Rules for Submission of Digital Images.**

**A. Adjustments.** The Digital Coordinator is PROHIBITED from making any adjustments to submitted digital images. If changes are suggested, the maker must make the changes themselves and resubmit the image.

**B. Electronic submission.** Images may be emailed to the Digital Coordinator or submitted on a CD. All images must arrive by email or regular mail by midnight the Wednesday prior to the monthly meeting.

1. When emailing an image, send it as an ATTACHMENT to your email. You may send multiple images in a single email. Use [RCCCDigital@RiverCityCameraClub.org](mailto:RCCCDigital@RiverCityCameraClub.org) as the address for sending images to the Digital Competition Coordinator.
2. In the subject line of the email type "RCCC Digital" and the month of the competition.
3. If you do not have access to email, you may mail your monthly submission by burning your images to a single CD and mailing that. Be sure to include a note with your name, month of presentation and phone number in case the coordinator has any questions.

**C. Image format.** All images must be sized with the following formats.

1. Save images in the JPEG format (.jpg extension).
2. Images must be resized to a MAXIMUM of 1024 pixels on the longest side.
3. Resolution of the image can be set to whatever best suits your post processing workflow.

**D. Naming images.** Rename each image with the following criteria using the following rules. **Example: O\_image title here\_JDoe.JPG**

1. The very first letter is the Category of the image
  - a) O is for OPEN
  - b) P is for PORTRAIT
  - c) C is for CREATIVE
  - d) J is for PHOTOJOURNALISM
  - e) N is for NATURE
  - f) S is for SCAPES
  - g) M is for Monochrome
  - h) A is for ASSIGNED
2. The first letter is followed by an underscore, “\_”, then the title of your image next followed by another underscore, “\_”. Please do not use punctuation such as a period, \$, #, ?, &, %, @, ! in the title as they are a problem for presenting images.
3. Lastly, after the underscore, put in the first initial of your first name and your full last name.
- 4.

## 8. Guidelines for Judging Images in Year End Club Competition

Judging criteria.

Members will focus on three criteria: Technical Quality, Composition and Impact. The following criteria are for guidance and are not rules set in stone.

### 1.1. Technical Quality:

1. **Correct Focus.** Focus should be sharp on the center of interest OR Soft Focus should be dreamy, not muddy
2. **Free of Lens Flare** No lens flare present OR Lens Flare should be effective element in the picture
3. **Properly Exposed.** Exposure should be right on OR Overexposure/underexposure should be intentional, creative, and effective
4. **No Strange Color Casts.** No incandescent red or fluorescent green casts or other odd color casts OR Odd color cast is intentional, creative and effective
5. **Proper Lighting.** No areas that are too dark or too light OR Use of shadow and brightness is intentional, creative and effective

### B. Composition:

1. **Proper image alignment.** Horizon line is level OR Horizon line is crooked by design and is effective
2. **Effective arrangement of elements.** Image is balanced to create a sense of calm OR Image is deliberately unbalanced to create an unsettled mood
3. **Has a strong Center of interest or Pattern or Design.** Dominant center of interest attracts and holds viewer's attention OR Image has a pattern or design instead of a center of interest that attracts attention
4. **No Distracting Elements.** Single element holds viewer's attention OR Multiple elements attract viewer's attention equally

### C. Interest or Impact:

1. **Grabs viewer's attention.** Viewer is attracted by image and compelled to view it OR Viewer is repulsed by image and compelled to view it
2. **Evokes strong emotion.** Viewer feels attraction or love or wonder or amazement OR Viewer feels revulsion, hate, or disgust
3. **Shows subject in new, unusual and effective manner.** Familiar subject is effectively portrayed in a new or unusual way OR Unfamiliar subject is effectively portrayed in an interesting way.

### D. Rules for Judging of PRINTS.

1. Prints will be judged in a light box to provide equal illumination for each entry.
2. Black & White prints will be judged first when practical, followed by color prints.
3. Prints will be separated into three sizes based on size of image:

1. Small prints, 8"x10" and smaller will be judged from approximately 6 feet.
2. Medium prints, up to 11"x14", will be judged from approximately 9 feet.
3. Large prints, up to 16"x20", will be judged from approximately 12 feet.
4. Prints will always be judged first so as to not be impacted by larger, brighter projected images.

### Criteria for Evaluating Images:

#### 1 Superior Image

- A superb image that elicits oohs and ahs, maybe even a "Wow!"  
Good lighting, exposure "right on", and sharp focus.
- From every point of view, meets highest expectations.
- Shows advanced degree of technical skill.
- Worthy of applause and highest honors & multiple ringing of the bell.

#### 2. An Excellent Image

- An obviously appealing image, immediately known as quality work
- Good lighting, exposure "right on", and sharp focus.
- Thoughtful composition and pleasing perspective.
- Elicits a positive response.
- Worthy of honor & ringing of the bell.

#### 3. An Average Image

- A photo that has little significant impact on the viewer · May lack compelling center of interest.
- Fails to elicit from the viewer a definite positive reaction.
- Could also be described as "ordinary."

#### 4. A Flawed Image

- Marked by one or more defects that detract
- Somewhat overexposed or underexposed.
- Lacks sharp focus (not to confuse with soft focus or selected focus)
- Lacks overall visual appeal

- Flaws in composition, e.g., poor alignment or inclusion of distracting elements

#### 5. An Inferior Image

- Obviously deficient in one or more ways.
- Decidedly overexposed or underexposed.
- “Fuzzy” focus (not to be confused with soft focus or selected focus).
- Poor composition (placement of subject matter).
- Little that is appealing may lack compelling center of interest.

## 9 Awards for End of Year (May) Competition

### 9.1 End of Year Awards

#### A. Annual Awards recognition shall be as follows:

1. Divisions with 1-3 entrants will award a top prize only and certificates for others.
2. Divisions with 4-6 entrants will award a first and second place only and certificates for others.
3. Divisions with 7+ entrants will award a 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place with next 10-12 receiving certificates.
4. **Awards** shall be a trophy or plaque or medal or any other form of reward as determined by the Board of Directors.

### 9.2 Year End Competition

**A. Year-end competition is a final competition** event with judges from another club selecting the very best print and digital images from those submitted in regular monthly presentations.

**B. Acceptances and Honors.** Any print or digital image that is accepted or honored during the competition year may be entered in the year-end competition. The Board of Directors reserves the right to limit the total number of entries a club member may enter into the year-end competition.



1. Prints to be entered into the year-end competition must be turned in to the Year-End Print Arranger at the May meeting.
2. The Digital Coordinator will maintain all digital image files submitted into monthly competition. Club members must resubmit the images they have used in the year's presentations.

**C. Quantity of awards.** The Board of Directors may decide to decrease the number of awards in any class, division or category if the number of entrants or entries warrants a decrease.

**D. Award Selection.** The selection of awards will be chosen by the Board of Directors.

**E. Categories.** The categories for year-end competition will include Nature, Scapes, Open, Creative, Monochrome, Portrait, and Photojournalism. Entries in the monthly Assigned category can be reassigned to ANY category the image fits for the year-end competition.

**F. Inclusion/elimination of categories:**

1. Categories with fewer than 3 entrants will be eliminated and images moved to another category.
2. Categories with 3 entrants will award a top prize only and possibly 1-2 honorable mention.
3. Categories with 4-7 entrants will award a first and second place only and possibly 3-5 honorable mention.
4. Categories with 8+ entrants will award a 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place with possibly 6-10 honorable mention.

## 10 SWMCCC Information

### 1. General Explanation of SWMCCC

- A. SWMCCC (pronounced Swimsee) is the Southwestern Michigan Council of Camera Clubs. River City is a member of this group comprised of camera clubs from Michigan and northern Indiana.
- B. All members of RCCC, are also members of SWMCCC. There is no additional charge for this membership.

C. SWMCCC offers a Summer Weekend of Photography held at Hope College in Holland each July. The event is a four-day opportunity to learn, take pictures and converse with fellow photographers from around the country.

## 2. SWMCCC Web Site

Visit [www.swmccc.org](http://www.swmccc.org) for the latest events and information.

# 11 Opportunities to Connect with Other Photography Enthusiasts

1. **West Michigan Photography Enthusiasts Meetup Group** Check the Meetup group for opportunities to get together with others. SWMCCC sponsors this group to provide an opportunity to gather, share, and learn. Visit <http://www.meetup.com/West-Michigan-PhotographyEnthusiasts/> for the latest events.