

MEMBER HANDBOOK

Last Revised: August 2017

Welcome to the Redlands Uniting Churches Camera Club

Member: _____

Date: / /

Your Club Competition Number: _____ Your Competition Grade: _____

Welcome to the Redlands Uniting Churches Camera Club. You will find a number of topics covered in this information handbook. However, should you have any queries about our club, please feel free to ask one of our friendly committee members at our regular meetings. They can be distinguished by the red section at the bottom of their name tags.

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1. General Information

Our Club

Aims

- To assist photographers who wish to develop their photographic knowledge, skills and artistic creativity.
- To promote the opportunity to meet regularly, interact socially with fellow enthusiasts in a friendly, supportive environment and to share ideas, and form friendships.

Meeting Venue

Trinity Uniting Church
49 Marlborough Road, Wellington Point, Queensland 4160

Affiliated with

Photographic Society of Queensland (PSQ) www.psq.org.au
Australian Photographic Society (APS) www.australianphotographicsociety.org.au

The Redlands Camera Club is an outreach missional activity of the Trinity Uniting Church, thus workers, volunteers and members are expected to adhere to the behaviours detailed in the Code of Conduct, treating others honestly and fairly, with proper regard for their rights and obligations, and be sensitive to an individual's cultural, religious and ethnic background.

Code of Conduct

Conduct with Judges

Judges work on a voluntary basis and throughout the year give many hours of personal time to judging at Clubs and other organisations. Each Judge has significant experience within the photographic field and in critically analysing images.

Members may not always agree with the comments offered by a Judge, but they are requested to reflect on the comments and to consider if there has been a valid and helpful comment offered. Members, whilst welcome to discuss an image with the Judge, must, at all times, be courteous and respectful in these discussions. It is suggested that these discussions take place after the Judges' Feedback Session has been completed.

Conduct within the Club

Members must at all times be totally respectful of other members and display a courteous, friendly and helpful manner in contact with other members. A member should treat another member and visitors to the Club with the respect they would wish to receive themselves. Aggressive and abusive behaviour has no place within the Club.

Penalty

Whilst the Committee would be extremely reluctant to invoke a penalty, failure to comply with this Code will cause the member to initially receive a warning and any further transgression will result in immediate cancellation of membership.

Club Program Calendar

The program calendar is available on the clubs website and contains details of club meetings, club competitions, outings, workshops and presentations, interclub competitions and annual exhibitions. **This program calendar is updated regularly and members are encouraged to check the club website and Club Facebook page for upcoming events and information.**

Club activities may include seminars, workshops, field trips and outings. All members are welcome and are encouraged to participate. If you are interested, please approach any committee member; they should be able to point you in the right direction.

Club Newsletter

The club newsletter is published monthly or when practical. The Newsletter is distributed by email and uploaded to the private club Facebook group.

Club Website

www.redlandscameraclub.org.au

Club Facebook Page

www.facebook.com/redlandsunitingcameraclubaustralia/

Club Facebook Private GROUP

www.facebook.com/groups/1634168136846777/

Meetings

Club Meetings are held at 7.30 pm on the 1st and 3rd Mondays of each month (except December & January) at:
The Trinity Uniting Church, 49 Marlborough Road, Wellington Point.

Our meetings are generally held according to the following schedule; however, this may change from time to time according to availability of speakers and the Clubs Exhibition program. All members are encouraged to monitor the Clubs website calendar for alterations.

First Monday Monthly competition Image Critique and;
Submission of entries for monthly club competitions (for the following month)
(The competition topics are located on club website, *Competitions* link).

Third Monday Presentations, Lectures or Practical evenings.

A fee of \$3.00 per general meeting applies.

A fee of \$5.00 per Victoria Point Community Bank **Master Series of Presentations** applies.

On occasions the Master Series Presentations fee may be higher.

On occasions the Redlands Camera Club may host Special Events. The fee will depend upon the event.

Light refreshments are served during the course of each meeting.

Office Bearers

President	Maree Morris
Program Director	Pia Jessen EFIAP/S GMAPS
Competitions Director	Noel Clark FAPS EFIAP PSQA
Exhibition Director	Noel Clark FAPS EFIAP PSQA
Schools Exhibition Coordinators	Bill & Robyn Sturgess
Secretary	Melleah-Jane Mewett
Treasurer	Diana Kerton
Assistant Treasurer	Victoria Purdie AAPS AFIAP PSQA

** Committee Members (above) can be identified by the red colouring on the base of their name badge.*

Key Roles

Interclub / International Coordinator, Website and Social Media. Photographic Gear Library Librarian Assistant Librarian Catering Co-ordinator Catering Team 1	Pia Jessen EFIAP/S GMAPS Pia Jessen EFIAP/S GMAPS Dave Wilson Karen Duffy Ronnie Bloye Victoria Purdie David Petersen Ina Stacey Noeleen Berg
Catering Team 2	Catherine Carey Lyn Rankine Merla Hynes Marissa Mora Sue Mears
Catering Back Up	Cheryl Nancarrow Julie Elliott June Hethorn Noelene Oliver - Poole Steve Spalding Valerie Joy Kleindienst

Contact Information

Enquiries for information regarding the Club's activities, or if you have friends interested in joining the club, can be directed to:

Maree Morris (President)

Ph: 0409 324 533

Email: president@redlandscameraclub.org.au

Pia Jessen (Program Director)

Ph: 0424 375 445

Email: programdirector@redlandscameraclub.org.au

Noel Clark (Competition / Exhibition Director)

Ph: 0479 160 953

Email: competitiondirector@redlandscameraclub.org.au

Melleah-Jane Mewett

Email: secretary@redlandscameraclub.org.au

Bill and Robyn Sturgess (Schools Exhibition Directors)

Ph: 0409 628 001

Email: schoolexhibitions@redlandscameraclub.org.au

Annual Membership Fees

Annual Fees, due for renewal on 1st January of each year, are:

- Annual Membership (Jan to Dec) \$40.00 Joint or Family \$60.00 (Jan to Dec)
- Half Year (July to Dec) \$30.00 Joint or Family \$45.00 (July to Dec)

Please note that a family is considered to constitute a maximum of 2 adults over 18 years of age and related minors.

Membership fees are used to purchase capital items, and to pay Club affiliation fees.

Legal Statement

Each time a person pays their annual subscription, he/she becomes a Financial Member of the Redlands Uniting Churches Camera Club, and therefore:

1. agrees to fully abide by the Club's Code of Conduct, as set out in the 2017 Handbook (and subsequent editions) and in previous publications.
2. agrees to accept legal responsibility for any material submitted for dissemination through any of the Club's media. The Club's media provide a conduit for communication of matters of mutual interest between Members and for the benefit of other interested parties.
3. Agrees to abide by all conditions regarding the ownership of images as set out by the Australian Photographic Society (www.australianphotographicsociety.org.au). In brief, this means any images submitted by the Member to the Club for any reason must be their personal property. Any other images submitted for whatever reason are the intellectual property of some other photographer and must be clearly identified as whose property they are.
4. Agrees that from time to time we may submit club member's images to be displayed on a public forum or an online gallery to promote the club, its members and activities (with attribution to the photographer). Should you have any concerns with this use of your images, please ensure that you complete the opt-out section on your new membership or renewal membership form. Otherwise, acceptance of membership assumes agreement with this practice.

Legal statement displayed on the Club's website

This website has been established to provide information of interest to Club Members, to Club Stakeholders, and to the general public. The Club accepts no legal responsibility for the accuracy or validity of any information or images published.

All Financial Members of Redlands Uniting Churches Camera Club have committed to take personal responsibility for the material they provide to this website.

Similarly, all Stakeholders who provide material or electronic links take responsibility for such material and relieve the Club of any legal liability when they provide such material.

The Redlands Uniting Churches Camera Club does not accept responsibility for any products, services, information or any content offered by financial members or third parties on this site. The Club does not accept responsibility for any links published in good faith in Club media, which may result in any person becoming disadvantaged in any manner. This is relevant to selling, giving away physical items, management of photographic essays, PowerPoint Presentations, Slide Shows, single items of any work, offering any work for critique purposes and links to interesting sites.

The Redlands Uniting Churches Camera Club does not accept responsibility for any loss or injury sustained by any member whilst on a club outing or field trip.

2. Club Competitions

Monthly Competitions

General Information

The club meets on the first (1st) and third (3rd) Monday of each month. At the first meeting of the month, competition entries are submitted and Image Critiques occur at the first (1st) meeting of the next month. Occasionally there may be variations to the schedule due to changes in the Club's overall calendar.

Only current Financial Members are eligible to enter these competitions.

Entries should be submitted to the Competition Director during the meeting on or prior to the 1st Monday of each month (check the Club's Calendar for variations). **Guidelines are outlined on the club website > Competitions link.**

For digital images submitted by CD/DVD, please ensure that you label both the disc and the outer case with your member number, phone number and email address. Digital images can also be submitted via an appropriately labelled USB stick, Dropbox or via email to competitions@redlandscameraclub.org.au

Entries must be submitted by the specified due date to be eligible for critique.

The competition shall be conducted in the following grades:

Colour or Mono Print	A+, A, AB, B with Senior and Junior Youth Grades
Projected Images	A+, A, AB, B with Senior and Junior Youth Grades

As of January 2017 the A+ Grade is suspended.

New Members

New Members may not compete in graded Print or Projected Image competitions until a grade has been allotted to them. This is carried out currently by Noel Clark and Pia Jessen. Professional photographers are automatically placed in A Grade.

To receive a grade, a new Member should submit a minimum of four (4) to a maximum of five (5) prints and/or digital projected images for appraisal. Images may be submitted by email/CD/DVD/USB/Dropbox or print to either the Competition Director competitiondirector@redlandscameraclub.org.au or to Pia Jessen programdirector@redlandscameraclub.org.au. Images for grading must be of a reasonable size (digital files must be a minimum of 1920 x 1200 pixels and prints must be no smaller than A4 size).

One grade will be allocated for all sections.

Members have the right to seek to have their grading reviewed at any time. This may be arranged by contacting the Competitions Director at competitions@redlandscameraclub.org.au.

Grades are also reviewed at the end of each year, taking into account members' images, competition standings and exhibition results.

To qualify for the A+ grade, a member must be able to verify the following criteria with the Competition Director:

Minimum requirements of either:

1 award in an international FIAP approved competition, and 5 acceptances in the previous year.

OR:

3 awards for 3 different images in national or PSA approved competitions and 15 acceptances in the previous year.

They also need to contribute to at least 4 of the clubs monthly competitions.

The A+ Grading is valid for one year only, which must be re-qualified with new awards and acceptances each year.

Competition Number

Each Member is allocated a Membership/Competition number on joining the Club which must be marked on the back of their competition entries (prints) or their disc and cover (digital entries submitted by CD/DVD) and included in the naming of digital images (as outlined in the naming convention in the next section).

RULES

1. All images must have been taken by the entrant. All image manipulation and included graphics must also be their own work. Each entry must be clearly labelled (back of the print) or named (digital image) with the Section/Subject entered, Grade, Image Title, and Member's Membership Number. The top of the print should also be indicated by an arrow. (CD/DVDs with Digital images must be clearly marked and the case must also be marked).
2. Visit the Competition link on the club website for details of competition topics for the year and for precise entry and judging dates.
3. Lodge all entries with the Competitions Director at the Club **NO LATER THAN** the scheduled club night one month prior to the Competition Judging. See above under '*Competitions - General Information*' if unable to attend the meeting.
4. Junior/B and AB Grades are may submit a TOTAL of two (2) images in any one month. This total can be split between Prints &/or Projected images but must not exceed 2 images.
A+ and A Grades are may submit a TOTAL of one (1) image in any one month. This can be submitted as a Prints or a Projected image.
5. **Prints:** Prints must be a minimum of 8" x 10 inches and up to 18" x 12 inches. Images may be colour or black & white. Prints may be non-owner processed (i.e. printed at a commercial outlet). Members are encouraged to mount prints on matte board as it enhances the presentation of images; Matts can be re-used.

Prints must be labelled on the back of the print in the bottom left corner containing the following information:

Competition Topic (e.g. Open, Transportation etc.)

Member Grade

Image Title

Member Number

It also has to have an arrow indicating the orientation of the image, eg pointing in the direction that you want this image stood for viewing.

PLEASE NOTE: When the print is viewed, text, copyright information & image titles **MUST NOT** be included within or visible in or on the front of Prints. The Competitions Director reserves the right to reject an image if it does not satisfy the club rules.

6. **Projected Digital** images should be lodged via a CD/DVD/USB/Dropbox or via email to the Competitions Director. Digital Images must be submitted as sRGB JPG files.
Sizing:
Landscape oriented images must be **1920 pixels in width** and let the height take care of itself as long it does not exceed 1200px.
Portrait oriented images must be **1200 pixels in height** and let the width take care of itself.
Square oriented images must be **1200 pixels in width** and **1200 pixels in height**.
Images should be submitted as **sRGB jpg files at 300px per inch**
Failure to submit images using the correct dimensions may result in the image/s not being accepted.

The above is the screen size used by club projector.

To be fair to new members the Committee will allow two incorrectly sized images to be submitted to the Club's monthly competitions; however subsequent images will be rejected unless they conform to the size regulations.

Name the files in the following competition format:

"TOPIC (e.g. Open, Transportation etc.) - Grade - Title – Member Name - Member Number.jpg"

e.g, "OPEN-AB-Story Bridge-Mary Smith-555.jpg". **Please ensure you use Sentence Case/Lowercase.**

PLEASE NOTE: Text, copyright information & image titles **MUST NOT** be included within or visible in or on Digital Projected Images or Prints. The Competitions Director reserves the right to reject an image if it does not satisfy the club rules.

7. An identical image, regardless of format (Print, Slide or Digital Projected Image) may be used in only one monthly competition and once in the Club's Annual Exhibition with the exception of **NON-ACCEPTED ("Entered") entries**, which may be re-submitted in one further monthly competition.
8. Given that the images are displayed in the Church for judging purposes you are requested to use discretion in the images submitted. The Competition Director reserves the right to reject an image if thought inappropriate.

Competition Definitions

Please visit the Competition link on the club website for details and definitions.

<http://www.redlandscameraclub.org.au/competitions.html>

Annual Competitions

The Club may hold Exhibitions during the year. Members should check the Club's website for details including closing dates. Club Members are encouraged to enter the exhibition.

Redlands Schools Exhibition of Photography

The Redlands Schools Exhibition of Photography will be held some years.

Entries are restricted to Club Members and Redland City residents.

Redlands National / International Exhibition of Photography

The Redlands National or International Photographic Exhibition may also be held in some years.

This Exhibition is run under the auspices of the APS. Entries come from around Australia and Internationally as well as Club Members and residents of Redland City.

Entry forms may be downloaded from the Club's website.

Acceptance of an image in the Redlands National/International Photographic Exhibition earns points towards gaining awards in the APS Honours system.

3. Point Scoring

How Club Point Scoring Works

A continuous record of each member's scored points is maintained each year. Members may inspect their score at any time convenient to the Competitions Director.

How Points Are Allocated

Internal Club Competitions

Points will be awarded each month as follows:

- One (1) point for **Entering** the set topic
(This point is an encouragement point and is regardless of the number of images submitted in any one monthly competition)
- One (1) point for **Acceptance** of an image
- Two (2) points for an image deemed worthy of a **Merit** award
- Three (3) points for an image given a **Highly Commended** award.

Please note there may be occasions where nominated topics points are doubled. On those occasions it will be published on the club website and/or via other means such as the club newsletter.

These points will be accumulated throughout the calendar year and totalled after the final Competition.

4. Annual Trophies and Awards

Prizes are awarded annually to the place winners in each Division:

- A+ Grade Print
- A Grade Print
- AB Grade Print
- B Grade Print
- A+ Grade Projected Image
- A Grade Projected Image
- AB Grade Projected Image
- B Grade Projected Image

Prizes may also be awarded for youth sections provided there are sufficient entries to meet the criteria.

Service Awards

Medals may be awarded to members of the club who have served the club, above and beyond. The medals are awarded at the End of year Presentation and Christmas function.

Dianne Arthur Memorial Award

The perpetual DIANNE ARTHUR MEMORIAL AWARD recognises a female member who is pursuing their passion in photography at a later age in life and who is an active member of Redlands Camera Club showing effort and persistence.

Barrie Russell Memorial Award

A special trophy called THE BARRIE RUSSELL MEMORIAL AWARD is presented each year to a member who has shown great progress and who has also been a contributor to club activities.

Barrie was an enthusiastic and active supporter of our Photographic Competitions and Exhibitions and a founding member of our Camera Club. While he won many awards at the Redlands Exhibitions including Champion Print, Barrie is particularly remembered for his encouragement of others, his remarkable creativity and his generous spirit.

This award is made in recognition and the memory of the significant contribution Barrie made to our Club.

Allen Forbes Award

A trophy that is presented each year, recognising service and dedication to the club over a period of time, in addition to photographic skill.

Allen was a co-founder of the club and helped run the club for many years.

5. Affiliated Photographic Bodies

APS - AUSTRALIAN PHOTOGRAPHIC SOCIETY

APS is a national body of photographers that provides services to its members and sets standards for the accredited photographic competitions that it endorses. It is open to individual members and clubs. APS has an annual convention, APSCON, held alternately in a different state each year.

APS is also a member of International Federation of Photographic Art (FIAP). APS is a conduit for the honours system (including FIAP Honours) and more information can be obtained through links on their website.

The APS website is www.australianphotographicsociety.org.au

PHOTOGRAPHIC SOCIETY OF QUEENSLAND

The aims of the Photographic Society of Queensland (PSQ) are:

- to represent its member photographic clubs and groups and private members in Queensland,
- to foster and encourage the development of photographic clubs and groups, and
- to further the interests, objectives and activities of its member bodies.

Any club member may attend PSQ meetings but only the Delegates may take part in voting.

The PSQ website is www.psq.org.au