



# NATIONAL PHOTOGRAPHIC CLUB

## CONSTITUTION

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## LIST OF ABBREVIATIONS

Listed below are the abbreviations that appear in this publication.

<b>Abbreviation</b>	<b>Description</b>
NPC	National Photographic Club
PSSA	Photographic Society of South Africa

## GLOSSARY OF TERMS

Listed below are all the acronyms and definitions that appear in this publication.

<b>Abbreviation / Acronym</b>	<b>Full Description</b>
Salon	A photographic Competition

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## **NPC CONSTITUTION – Version 2.6 – February 2026**

### **1 INTRODUCTION**

The **National Photographic Club** ('The Club') was founded on 17 September 1995 and was officially opened with a ribbon-cutting ceremony on 16 November 1995 by the then President of the Photographic Society of Southern Africa (PSSA), Frank Reuvers. Bob Reid, Martin Osner, Mercia Osner and Stephen Kuhn, all the National Photographic Academy (now the National College of Photography) also attended the evening. They were also instrumental in the founding of the Club. Rob Ponde, President of the Edenvale Camera Club gave a brief, but informative slide presentation on photographic judging. Following this, the procedures of monthly meetings were explained to those present.

The Club's first monthly competition took place in January 1996 and was judged by Reg and Amy Ansell.

### **2 NAME OF THE CLUB**

The Name of the Club shall be: **NATIONAL PHOTOGRAPHIC CLUB (NPC)**.

### **3 USUAL CHANNELS OF COMMUNICATION**

The usual channel of communication with members shall be by email or WhatsApp. Announcements may also be made at Club meetings. Information of club activities is also presented on the web site.

### **4 MISSION**

To establish and manage a camera club where members can improve their photographic techniques in an atmosphere of friendly competition and constructive criticism.

To establish national and international connections with a view of staying abreast of photographic trends; and

To promote photographic excellence.

### **5 OBJECTIVES**

To promote interest in photography.

To arrange photographic events and entertainment to stimulate photographic creativity.

To establish an environment where amateur photographers can meet and share ideas.

To align itself with the bigger photographic community.

To provide a PSSA accredited base for the evaluation and judging of member's photographs.

To provide for the major photographic mediums, relevant at the time, for members to participate in.

To promote Salon participation.

To bring photographers together; and

To assist and instruct in the art of photography.

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## 6 MEMBERSHIP

All members of the public are eligible for membership subject to acceptance by the Committee in office.

Only paid members may enter work for evaluation and judging or use NPC as its membership status when entering salons and other competitions.

If members join NPC from other clubs, the committee will honour their star status achieved in their previous club if the club is accredited with the PSSA. It is still the responsibility of the new member to provide a download of his results from his previous club. If the club in question do not use Photovault as their mechanism to track the scores of its members, it is up to the new member to provide evidence of his club points and salon acceptances obtained at his previous club.

## 7 COMMITTEE

The members of the Club shall elect office bearers at the Annual General Meeting. Office bearers shall include:

- President
- Vice-President
- A Maximum of five other members. The committee will appoint these members in appropriate positions. Two of these positions shall be a Treasurer and a Secretary.

Other portfolios for the Committee may include, but are not limited to:

- Competition Secretary
- Marketing Coordinator
- PSSA liaison and Salon Coordination
- Photo Vault coordination

Portfolio allocation shall be formalised at the first Committee meeting after the AGM.

Committee assistants may be appointed for specific tasks such as:

- Welcome new members
  - Webmaster and Photo Vault submissions
  - Technical Coordinators
  - Judge Coordinator
  - Workshops and outings
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The responsibility of the committee will be to act as leadership to the club, to fulfil in the objectives as set out in the constitution, to lead the club through transformation and change as the photographic environment changes, to ensure photographic competence, to benchmark the club with other photographic clubs, to uphold and enforce the rules as set out by the committee and to ensure alignment with the PSSA.

The newly elected Committee shall constitute immediately after the formal closure of the AGM.

Committee members are expected to attend all Committee meetings and to help with arrangements before, during and after Club meetings. Committee assistants are appointed for specific tasks and do not have to attend Committee meetings unless they wish to.

It is recommended that a minimum of three members from the out-going Committee be re-elected to the new Committee for the sake of continuity.

Ordinary members may be co-opted to join the Committee at a Committee meeting, and they will hold office for the remainder of the year.

All office bearers elected at an AGM shall hold office for a period of one year.

For the sake of continuity, it is preferred that the elected President shall bear office for a period of at least two years.

Should any member of the Committee resign or vacate his/her post, the Committee may co-opt Club member(s) to fill the vacancy at the next Committee meeting. This/These member(s) will serve until the current committee's term expires (as described above)

Five Committee members shall constitute a quorum at a Club committee meeting.

In the event of a quorum not being present, the meeting shall be postponed for seven days.

Those members then present shall constitute a quorum.

A minimum of nine Committee meetings shall be held in a year. Committee meetings may be held in person or via any online medium.

## **8 CLUB MEETINGS**

Club meetings should allow for member interaction, general communication, judging presentations and judging of entries in the different mediums.

A minimum of one Club meeting shall be held every month except during the month of December. The normal date for Club meetings is the 3rd Monday of the month.

In the event of the identified day being a public holiday or the venue not being available, the meeting will take place on another evening, if possible, within the same month.

All Club competitions will be run according to rules and guidelines provided in separate documents. Rules shall be fair, allow for positive feedback and be fundamentally motivational in helping members to improve. The committee will furthermore endeavor to align its points required for promotion and judging criteria according to the guidelines provided by the PSSA.

The Committee is responsible for amendments to and updating of the competition rules documents when required.

Any Club member has the right to submit proposals for changes to the competition rules.

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## **9 ANNUAL AND SPECIAL GENERAL MEETINGS**

An Annual Meeting shall be held not later than THREE months after the end of each financial year of the Club at such time and such place as the Committee may determine and upon fourteen days' notice to members through the usual channels of communication or verbal notification at a preceding Club meeting.

The current President shall be responsible to lead the AGM. The AGM will give an overview of the previous year's financial results, an overview of the past year's performance and any other points the committee shall deem necessary to communicate.

The Committee may, upon fourteen days written notice to all members, call a Special General Meeting. A Special General Meeting may also be called by ordinary members, subject to a petition, signed by at least fifteen members, being served upon any of the committee member and shall state the reason for such a meeting.

Fifty percent or not less than ten paid-up members shall constitute a quorum at an Annual or Special General Meeting.

In the event of a quorum not being present, the meeting shall be postponed for seven days.

Those members then present shall constitute a quorum.

The annual judging and prize giving for the previous year's best photos and best photographer takes place the following year.

## **10 CHANGE OF CONSTITUTION**

Amendments to the Constitution may only be made at an Annual General Meeting or at a Special General Meeting called for that purpose. A two-third-majority vote of members present shall be required. Proposed amendments may be made by the Committee or any Club member subject to a written proposal being lodged with the Secretary one month prior to an Annual or Special General Meeting. The written proposal, duly seconded, must be circularised to all members together with the notice of such a meeting through the usual channels of communication.

## **11 VOTING POWERS**

Each paid up member of the previous or current year, all family members included, shall be entitled to one vote at Annual or Special general meetings. In the case of a split vote the President or a duly appointed replacement shall be entitled to a second or casting vote.

## **12 FINANCIAL**

### **12.1 Fees**

Members shall pay joining fees as laid down from time to time by the Committee.

A break of 12 months in membership is subject to the payment of a joining fee on rejoining the Club.

The Committee shall determine Club fees annually. Members shall pay fees in full before or at the March Club meeting, unless otherwise arranged with the Treasurer.

A family fee as determined from time to time by the Committee shall be paid by persons wishing to enrol as a family. Such fee will include a maximum of four members.

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## **12.2 Banking**

Moneys paid into Club funds shall be deposited into accounts with a recognised Commercial Bank. Any of the office bearers, decided by the committee, shall have signing power on the accounts.

## **12.3 Expenses**

The committee shall prepare a budget at the beginning of its term. This budget will be made available to members at the AGM.

Any expenses to be incurred on behalf of the Club shall be pre-approved by the Committee.

The committee shall aim to maintain a sufficient monetary balance to cover once-off and unplanned costs.

## **12.4 OPEN BOOK POLICY**

The committee will have an Open Book Policy, providing 100% transparency, where the financial information, with fees received and payments made, will be shared with club members at the Annual General Meeting. Any member may request the Bank Statements to verify these financial results.

## **13 PHOTOGRAPHIC SOCIETY OF SOUTH AFRICA (PSSA)**

NPC shall affiliate with PSSA annually.

## **14 INDEMNITY**

The Club does not accept and specifically disclaims all responsibilities for any loss, damage or injury, which may be suffered by any person or their personal possessions caused by or arising from the acts or omissions whether negligent or otherwise of the members of the Club and/or demands of whatever nature by whomsoever arising there from.

The Club specifically disclaims all responsibility for such occurrences

## **15 CLUB DISSOLVEMENT**

If, at an Annual or Special General Meeting, it is the opinion of a two-thirds majority that the Club should be disbanded, all the equipment and all moneys remaining after settling all liabilities shall be distributed to local charities and/or sister clubs.

Intention of the abovementioned actions should be communicated at least three months before the AGM or Special meeting is held. The committee shall prove at this meeting that all alternative courses of action has been investigated and exhausted to make a final decision.

## **16 ACCEPTANCE**

This constitution was accepted at the Annual General Meeting held on **16 February 2026**

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President

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