

## SINGAPORE COLOUR PHOTOGRAPHIC SOCIETY

### Rules

#### 1. NAME

This Society shall be known as the SINGAPORE COLOUR PHOTOGRAPHIC SOCIETY.

#### 2. PLACE OF BUSINESS

Its place of business shall be at No. 91, Lorong J, Telok Kurau, Telok Kurau Studios Room 108, Singapore 425985, (Postal Address: MacPherson Road P.O. Box 61, Singapore 9134) or such other address as may subsequently be decided upon by the Committee and approved by the Registrar of Societies.

#### 3. OBJECTIVES

Its objectives are to promote the art of photography and to raise the standard and interest amongst the members.

#### 4. MEMBERSHIP

- Any person who is interested in photography and agree to the rules and regulations of this Society may apply as a member. Any person who intends to apply for membership must complete an application form to be proposed by a member and seconded by another. Entrance fee and subscription must be paid when a person has become a member after the approval of the Committee. The Committee reserves the right of refusal or the application without giving any reason.
- No member who is under 18 years of age is eligible to vote or to be elected as a Committee Member.
- Only member who have been members of the Society for a year or more are entitled to vote and to be elected as a Committee Member.

#### 5. ENTRANCE FEE AND SUBSCRIPTION

- Entrance fee \$20.00
- The annual subscription will be \$30.00 payable in advance. Special concessions will only be given to students who are 18 years of age or under, at \$15.00 per annum.
- The new member should pay the entrance fee and subscription from the month when he has become a member.
- A notice shall be served on a member whose subscription remains unpaid for six months by the Honorary Treasurer requesting him to pay the same at the specific time. Should the subscription still remain outstanding, the Committee has the right to remove the name of the defaulting member from the membership register.

#### 6. LIFE MEMBER

Member who has completed one (1) years membership may apply through the Management Committee for approval as a Life Member. A single fee of \$400.00 shall be paid but shall be exempted from the payment of annual subscription.

#### 7. MANAGEMENT COMMITTEE

A committee is established under the Annual General Meeting (AGM) which is the highest Authority of the Society.

- The AGM is to follow the Agenda of the meeting, and to elect the new Committee for the following year.
- The Committee is responsible for carrying out the general affairs of the Society after the AGM.

- To carry out the resolution passed at the General Meeting and to manage all the affairs of the Society.
- To nominate an appropriate member to fill vacancy due to death, resignation or deposition of any member of the Committee.
- To authorise the expenditure of a sum not exceeding \$1,500.00 (per item) from the Society's fund for the Society purposes.
- The Committee has the right to invite person (or persons) who has attained great achievement in photography and who is enthusiastic to the Society to be the Advisor and/or Honorary Chairman.

The Committee shall consist of:  
a President, two Vice-Presidents,  
an Honorary Secretary,  
an Assistant Honorary Secretary,  
an Honorary Treasurer,  
an Assistant Honorary Treasurer,  
\* and six Ordinary Committee Members.

The term of office of office-bearers shall be one year. All of them except the Honorary Treasurer shall be eligible for re-election.

#### 10. DUTIES

- THE PRESIDENT** shall act as Chairman at all general and committee meetings. He shall also represent the Society in its dealing with outside persons.
- VICE PRESIDENT** shall assist the President to carry out his duties and to act on his behalf during his absence.
- HONORARY SECRETARY** shall control the management of the Society, he is responsible for preparing the annual report and to keep records for all the activities of the Society under the instruction of the Committee and General Meeting according to the rules and regulations.
- ASSISTANT HONORARY SECRETARY** shall assist the Honorary secretary to carry out his duties and to act on his behalf during his absence.
- HONORARY TREASURER** shall keep all funds and collect and disburse all monies on behalf of the Society and shall keep an account of all monetary transactions and shall be responsible for their correctness. The Hon. Treasurer will not keep more than \$1,000.00 in the form of cash and money in excess of this will be deposited in a bank to be named by the committee. Cheque etc. for withdrawals from the bank will be signed by any two of the office-bearers mentioned below:-  
President, Hon. Secretary or Hon. Treasurer.  
The Hon. Treasurer is also responsible for keeping in safe custody the title deeds and other important documents.
- ASSISTANT HONORARY TREASURER** shall assist the Hon. Treasurer to perform his duties.
- ORDINARY COMMITTEE MEMBERS** shall assist the above mentioned office-bearers to carry out the duties.

#### 11. MEETING

- General Meeting:**
  - The Annual General Meeting shall be held in June each year.
  - All members will be notified fourteen (14) days