



Mid Somerset Camera Club

Bye-Laws

Officers and Roles:

In addition to Chair, Vice Chair, Secretary and Treasurer, the following roles will be fulfilled.

- Minute Secretary
- Programme Secretary
- External Competitions Secretary
- Internal Competitions Secretary
- Property Manager
- Publicity Manager
- Webmaster

One individual may fulfil more than one of these roles.

The Committee may co-opt additional members.

Annual Programme:

The Programme Secretary is responsible for organising the annual programme of events. By whatever means deemed suitable, the Programme Secretary will consult the membership to determine the type of events members would support. Using this as a guide, the Programme Secretary will work with the Committee to construct a suitable programme. At the AGM the proposed programme will be presented to the membership for information (not for approval).

Club Property:

The Club will purchase equipment and other property necessary for the effective running of club activities. The Property Manager will keep a record of club equipment. Certain items of equipment may be loaned out to members at the Committee's approval. The Property Manager will keep a log of all equipment loans and returns.

The Property Manager will arrange for all electrical equipment to be tested annually and retain a copy of the Portable Appliance Test (PAT) certificate.