



# *Invicta Photographic Club*



*Affiliated to The Photographic Alliance of Great Britain through the Kent County Photographic Association*

<http://www.invictacameraclubmaidstone.co.uk>

*Meetings held at Detling Village Hall on Thursday Evenings – see programme for details*



# Members Handbook



## **Introduction to Our Club**

At Invicta we pride ourselves on being a friendly club that welcomes those with an interest in photography, irrespective of their skill levels and abilities. We meet regularly on Thursday evenings at Detling Village Hall, attracting members from a wide catchment area.

We encourage and promote photography with a programme of events that includes talks, demonstrations and training while running our own internal competitions and league tables plus occasional outings, social activities and competitions with other clubs within the Kent County Photographic Association (KCPA). To support these activities within the community we have been successful in receiving funding from the National Lottery.

The Club, as a member of the KCPA, is affiliated to the Photographic Alliance of Great Britain (P.A.G.B.), taking part in and supporting their Competitions and Exhibitions. In 2010 Invicta was selected to represent the KCPA in the Annual Print Competition of the P.A.G.B.

Invicta evolved from the former K.C.C. Officers Club that previously met at Springfield in Maidstone.

The following sections of this handbook outline how we conduct ourselves:

- Club Constitution
- General Club Rules
- Competition Rules
- Glossary of Terms
- Awards and Distinctions

## **Club Constitution**

1. The Club shall be called the Invicta Photographic Club.
2. The object of the Club shall be to promote and encourage photography.
3. The Club's season normally runs from September to April/May, with ad hoc meetings during the period between May to August.
4. The Club meets during the season on Thursday Evenings from 7:15 for 7.30 to about 10 PM. A programme of meetings is published prior to the start of each season.
5. The Club's financial year runs from 1st July to 30th June.
6. The Annual General Meeting is normally held at the end of the Club season during April. A Special General Meeting may be called at any time, by the committee, in writing. Not less than 10 days' notice shall be given to the members of either an Annual General Meeting or a Special General Meeting. A quorum shall be 20% of the members. A proposal at these meetings is carried by a majority vote of the members present at the meeting.
7. A Special General Meeting may be called by a group of 10 ordinary members. A quorum shall be 20% of the members.
8. Annual subscriptions are determined by the Club during the Annual General Meeting.
9. The annual subscription is due on 1st September each year and must be paid by 31st Oct at the latest and if not paid by that date, membership shall be deemed to have terminated.
10. A member is a person who has paid an annual subscription for the current season or one who has been awarded free membership by the Club in recognition for services to the Club.
11. The officers of the Club are:
  - Chairman
  - Vice Chairman
  - Secretary
  - Treasurer

Committee members are:

Membership Secretary,  
Programme Secretary,  
Internal Print Secretary,  
Internal Projected Image Secretary  
External Competition Secretary.

*At times these functions may be combined.*

12. The affairs of the Club are managed by the Club Committee, consisting of Officers and additional members, who are elected at the Annual General Meeting. The Committee meets as and when required. The Committee may co-opt Club members onto the committee who shall have full voting rights. A quorum consists of four officers one of whom must be Chairman or Vice Chairman, plus any other two Committee members. If there is a vote then a proposal is carried by a majority vote of those present.
13. All members of the Committee must retire annually, but are eligible for re-election each year.
14. The Secretary conducts the correspondence of the Club and keeps the minutes of the Committee and General meetings.
15. The Programme Secretary arranges the annual programme and presents a report to the Club.
16. The Membership Secretary enrolls members and maintains contact with them.
17. The Treasurer collects subscriptions and moneys owing, pays bills and insurance premiums and keeps the Club accounts, recording income and expenditure as authorised by the committee and prepares the accounts for audit and records for the Club members.
18. The Competition Secretaries are responsible for the collection, administration and submission of images for their relevant competitions in accordance with the competition rules and the prompt storage and reporting back of results for publishing to Club members. This responsibility also includes arrangements for the transportation of entries to

- Judges, where a preview has been requested, and to and from external competitions, where necessary.
19. Amendments to Club Competition Rules may be proposed for consideration and approval at the AGM or an SGM. Club competition Rules may be temporarily amended by a vote of the Committee during the Club year, but must be submitted for adoption at the next AGM. Notice of any such changes is to be reported at the earliest opportunity to members by an announcement and notice at the next meeting, published in the Club's newsletter "Aperture", displayed on the website, and sent to individual members by emails and by whatever other means seems appropriate to the committee.
  20. No alteration or amendment shall be made to this constitution except at the Annual General Meeting or a Special General Meeting called for that purpose. Such alterations or amendments shall require the approval of not less than two-thirds of the members present.
  21. Dissolution of the Club. The decision to wind up the Club can only be taken at a Special General Meeting or an Annual General Meeting of the Club. In the absence of a quorum at such a meeting, a motion signed by 10 members or 10% of the membership, whichever is greater, shall constitute the same decision. After discharging the debts and liabilities of the Club, the remaining assets are to be given or transferred to a voluntary organisation or charity having similar objectives to those of the Club.

**General Rules  
for Club  
Competitions**

**General Rules Applicable to all Competitions and Entries**

- 1.1 **Unpaid Subscriptions.** No Entries will be accepted from a member unless their appropriate subscription has been paid.
- 1.2 **Use of Images on the Club's Website.** Images, intended for entry in to a competition shall not be displayed on the Club's Website prior to the competition.
- 1.3 **Authorship.** All competition entries must be images taken by the author. No part of the image may be derived from another source such as an image library, clipart or fractals.
- 1.4 **Monochrome.** Images shall be black and white except that a black and white image that has been modified by the addition of a single tone to the entire image shall also be defined as monochrome. All other images shall be defined as colour images.

**Presentation of  
Prints**

**2. Presentation of Prints**

- 2.1 **Mounts.** Prints shall be mounted. The mount size shall be 50 x 40 cm and shall be constructed in such a way that, in the view of the competition secretary, it will not cause damage to adjacent stacked mounts and prints.
- 2.2 The minimum size of a print shall be 127 x 178 mm.
- 2.3 The Prints shall be labelled, preferably on the top left hand corner looking at the back, with the title, the preference letter and the Club membership number and competition entered into.

**Presentation of  
Projected  
Images**

**3. Presentation of Projected Images (PI's)**

- 3.1 All images must be presented in jpeg format on disc or by email.
- 3.2 The maximum size of images is 1024 x 768 pixels. Smaller images will be projected with a black background.
- 3.3 The filename must be in the follow format, example:-  
THE SKY AT NIGHT by Patrick Moore  
It is important that the image title is in capital

letters and that there is a space before and after the word 'by' which MUST be in lower case.

## **The PI/AV Competition**

### **4. The PI/AV Competition**

- 4.1 **Duration.** Projects must not exceed six minutes maximum but can be of any length of time up to this figure and must be new to Invicta Photographic Club AV competitions.
- 4.2 **Subject.** The subject/theme of the sequence shall be optional.
- 4.3 **Formatting.** The entrant is solely responsible for sizing and formatting the sequence(s).
- 4.4 **Copyright.** Entrants are responsible for obtaining all necessary licences or copyright waivers associated with their sequence(s). The Invicta Photographic Club accepts no responsibility in this respect.
- 4.5 **Submissions.** Each member may submit up to two AVs for each competition. Each entry should be labelled with the letter 'A' or 'B' to indicate their priority. The entrant must state the duration of each AV submitted.
- 4.6 **Identity** The name of the entrant must not be shown before, during or following the presentation.
- 4.7 **Image Size.** It is recommended that each image in the AV shall be .jpg format, mode sRGB and with a maximum size of 1024 pixels wide and 768 pixels high.

## **The Imagination Trophy**

### **5. The Imagination Trophy**

- 5.1 **Objective.** 'Imagination may be applied in the form of a novel photographic technique, an interesting take on a familiar subject and/or an unfamiliar treatment of a familiar subject. The judges will select a winning print and a winning PI, plus an overall winner of the Trophy for one year.
- 5.2 **Submissions.** Members may submit 6 entries in any mix of prints or PIs and each one may be monochrome or colour.
- 5.3 **Originality.** Entries must consist of work NEW to Invicta Photographic Club Competitions.

5.4 **Re-Use.** Any work submitted for the Competition may also be submitted for the Annual Print/PI Competitions at a later date.

**Print and P.I.  
Trophy's**

**6. Print and P.I. Trophies**

6.1 **ONLY ENTRIES TO THE OPEN LEAGUE COMPETITIONS WILL BE INCLUDED IN THE PRINT AND PI TROPHIES.**

6.2 **Submissions.** A *maximum* of 3 prints and 3 PIs may be entered for each open league competition making a potential maximum of 24 entries (12 images for each trophy).

6.3 **Marking.** 'After the total points of season are added up for the open league (prints) and open league (PIs) the *best eight* scores in each category over the season will be determine your total score for each trophy'.

6.4 **Exclusions.** No prints or PIs previously submitted for a competition may be entered except for the Imagination Trophy and the Panel Competition

**The Print &  
PI of the  
Year  
Competition**

**7. The Print & PI of the Year Competition**

7.1 **Eligibility.** Only prints or PIs which gained a 1st, 2nd, 3rd place or equal scores in any competition in the current season may enter this competition. Each member may enter up to 6 images. Each entry shall be the original entry with no modifications.

7.2 **Judging.** An independent judge is preferred who has not seen the entries previously when judging that years Club competitions. The judge shall appoint the single overall winner from the best print and the best PI. Each entry shall be the original entry with no modifications.

**The Best of  
the Rest  
Competition**

**8. The Best of the Rest Competition**

8.1 **Eligibility.** This competition is open to all prints entered for competitions (except the AV and panel of prints) in the previous season and which did not gain a 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> place. Each member may enter up to 6 images in any combination of Prints and PIs. . Each entry shall be the original entry with no modifications.

8.2. **Judging.** An independent Judge who has not seen the original work will judge this Competition.

**The Print  
Panel  
Competition**

**9. The Print Panel Competition**

9.1. **Format.** A Print Panel may consist of from 3 up to 6 prints viewed simultaneously in the form of 1, 2 or 3 rows.

9.2 **Submissions.** Each member may present up to 3 print panels. The print panels shall be titled either as a whole and/or individually. More than half of the images which make up a panel shall be new work and no panel or part thereof may be re-submitted in this competition.

**Open  
Monochrome  
Print and PI**

**10. Open Monochrome Print and PI**

10.1. **Eligibility.** Entries must consist of monochrome work new to this competition.

10.2 A member may enter a maximum of 3 prints or 3 P.I.s . Monochrome photographs include all black and white photographs and those which have been modified by the addition of a single tone to the entire mage.

**Portrait Print  
and PI  
Competition**

**11. Portrait Print and PI Competition**

11.1 **Eligibility.** Entries must consist of work new this competition.

11.2 **Entries** A member may enter a maximum of 3 prints and 3 P.I.'s and may be colour or monochrome. . A portrait is a 'likeness of person(s) or animal(s)'.

11.3 A Portrait photograph is the capture by means of photography of the likeness of a living person or creature or a small group of people or creatures (a group portrait) in which the face or expression is predominant. The objective is to display the likeness, personality, and even the mood of the subject. The focus of the photograph is the persons or creature faces, although the entire body and the background maybe included (environmental Portrait).A Portrait is generally not a snapshot, but a composed image of the person or creature

**Nature /  
Natural History  
Competition**

**12. Nature / Natural History Trophy.**

12.1 A fairly broad based competition, much as the KCPA definition, wild animals can be captive but domestic

pets are discouraged, Plants, flora & fauna of all types are acceptable, but prepared examples i.e. cut & brought into the studio to be photographed are discouraged.

12.2 Up to Three prints & three PIs per member, colour or Mono, entries should be work new to Invicta competitions.

**Chairman's Set  
Subject  
Trophy.**

**13. Chairman's Set Subject Trophy.**

13.1 A set subject competition with a change of subject matter annually

13.2 Up to three prints & three PIs per member, colour or Mono, entries should be work new to Invicta competitions.

## **Glossary of Terms**

- PAGB** The Photographic Alliance of Great Britain. This is an alliance of the 14 federations that represent most of the Photographic Clubs and Societies in Great Britain.
- KCPA** The Kent County Photographic Association (KCPA). The Association is the 'umbrella' organisation, affiliated to the Photographic Alliance of Great Britain (PAGB), serving photographic clubs and societies throughout the Kent.
- RPS** The Royal Photographic Society. The Royal Photographic Society was founded in 1853 'to promote the Art and Science of Photography', a mission it continues to this day. Membership is open to everyone interested in photography in the UK and throughout the world, be they amateur or professional, artist or scientist, young or old. The Royal Photographic Society's Distinctions are recognised as measures of achievement throughout the world.
- FIAP** Federation Internationale de l'Art Photographique. FIAP is an international federation which affiliates as operational members, the national associations of photography
- BIPP** The British Institute of Professional Photography. The BIPP is the official qualifying body for professional photographers in the UK.
- MPA** Master Photographers Association. The Master Photographers Association is the UK's only trade body exclusively for full-time professional wedding, portrait and commercial photographers
- PSA** Photographic Society of America
- CAPA** The Canadian Association for Photographic Art
- BPE** The BPE exists to encourage photographers to enter exhibitions and to recognise successful entrants via the issue of the Crown Awards photographic distinctions. Exhibition members share ideas, promote each other's exhibitions and generally work together to promote competitive photography.

## Awards and Distinctions

### **Royal Photographic Society**

Working towards a Distinction you will improve your photographic skills and also you know that once you have been successful the quality of your work will be recognised worldwide.

Distinctions are awarded either on the basis of a portfolio of work which may be photographic images or it may be research, or by successful completion of a recognised course.

There are three levels of Distinction and, in addition, the Imaging Scientist Qualifications which are specifically aimed at engineers, scientists and technologists and provide vocational qualifications relevant to a professional career in imaging science.

The three levels of Distinction are:

**Licentiate**ship: The Licentiate (LRPS) is normally the entry level Distinction and is awarded for a good level of basic skill and competence.

**Associate**ship: The Associateship (ARPS) is awarded for a high standard of technical competence and individual creative ability.

**The Fellowship**: The Fellowship (FRPS) is awarded for exceptional standards of excellence and distinguished ability. You need an ARPS or FBIPP before you can apply for the FRPS.

### **Photographic Alliance of Great Britain**

The Awards are open to all members of Clubs affiliated to the PAGB through their Federations and are at three levels:

**Credit** (CPAGB) - Blue badge and certificate

**Distinction** (DPAGB) - Red badge and certificate

**Master** (MPAGB) - Gold badge and certificate

They are held for life without any annual fee and holders are entitled to use the designated letters after their name.

**British  
Photographic  
Exhibitions**

The National Exhibitions which are members of the British Photographic Exhibitions offer a Crown Award system designed to enable successful exhibition photographers to gain additional recognition. Exhibitors are invited to aggregate their acceptances in the affiliated exhibitions and, upon reaching the accepted aggregate, to apply without charge for a Crown Rating Award. Each successful applicant for an award will receive a Certificate and a Ribbon and will be able to use the letters acknowledging their award after their name.

BPE1 Crown Award - 25 points

BPE2 Crown Award - 50 points

BPE3 Crown Award - 100 points

BPE4 Crown Award - 200 points

BPE5 Crown Award - 300 points

Those who achieve the top crown award rating BPE5\* are then invited to aggregate acceptances and awards in the member exhibitions and upon reaching the accepted aggregate to apply, without charge, for Associateship (ABPE) and Fellowship (FBPE). The successful applicant will receive a Certificate and Medal and will be able to use the letters acknowledging their award after their name.

