

## May Newsletter!

### End of season newsletter – Bumper Addition!

As the season draws to an end this is my last newsletter so am taking to opportunity to get in as much information as possible!

Prior to the AGM could ask you all for nominations for the new committee – who do **you** want to see running **your** club?

As per the constitution we should not be taking nominations on the night - they should all be in by 12<sup>th</sup> May so we are just voting. If more than one person is nominated for a position on the committee they will be chosen by secret ballot by the full paid up members

It would be great to go to the AGM with all roles filled (and just needing seconding) and even a potential ballot!

A reminder we need nominations for;

Position	Currently
<b>Chairman</b>	Carole Wood
<b>Secretary</b>	Debby Hicks
<b>Treasurer</b>	Dave Harrison
Program Secretary	Dave Reeves
Internal Competition Secretary	Carole Wood
External Competition Secretary	Iona McKenzie
Publicity & Marketing Secretary	Dave Hucker
Training and Development Secretary	Sue Totham
Website Co-ordinator	John Wood

Please email your nominations to Debby at [debbybcc@gmail.com](mailto:debbybcc@gmail.com) by 12<sup>th</sup> May



# Burghfield Camera Club

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The next 3 pages detail the responsibilities of the committee.

If you are interested in a role please feel free to nominate yourself, alternatively if you think there's a role here that would suit another member please nominate then but ensure you have discussed it with them first!

Position	Job Description
<b>Chairman</b>	<p><b>To oversee the running of the club</b>            Committee meetings should be called every 2 to 3 months during the season to talk about any problems and new ideas            Talk to members during meetings to hear their views and needs</p> <p><b>Look after the speaker</b>            Welcome him on arrival            Introduce him and find something to say about him from the program            Make sure he gets tea or coffee in the interval            Thank him after his talk</p> <p><b>Try to ensure the club is friendly</b>            Talk to guests and prospective members as they arrive.            Talk to club members and visitors in the interval, especially those on their own to make them feel part of the club.</p>
<b>Secretary</b>	<p><b>The main responsibilities of the Secretary are:</b></p> <ol style="list-style-type: none"> <li>1. To be a key point of contact for the Club for general information and enquiries and to respond to these enquiries in good time, or pass them to a relevant Club Officer for action.</li> <li>2. To co-ordinate the distribution of official information to all Club members in consultation with the Chairman (via e-mail).</li> <li>3. To liaise with the Chairman on Club matters arising, to write and maintain a full record of all formal Committee and General Meetings and circulate dates of such meetings, minutes of previous meetings and agendas as required.</li> <li>4. To ensure that a list of nominations for Committee roles, is available in the required time before an Annual General Meeting.</li> <li>5. To be a signatory to the Club bank account (as long as the Secretary is not related to the Treasurer or the Chairman)</li> </ol> <p>*The newsletter is not a part of the secretary's role – this is something that I introduced (as marketing and communication are part of my background) so the new secretary is not obliged to continue, however I am quite happy to go over it, or they may introduce an alternative way of communication – again I stress this is not obligatory.</p>
<b>Treasurer</b>	<ol style="list-style-type: none"> <li>1. To be the main point of contact with regards to matters associated with Club finances</li> <li>2. To be the main signatory to the Club bank account</li> <li>3. To pay all expenses within agreed timescales</li> <li>4. To receive membership fees from the Membership Secretary</li> <li>5. To bank membership fees and all other income received by the Club</li> <li>6. To liaise with the secretary to help enable the production and maintenance of a full and accurate list of members</li> <li>7. To produce financial forecasts, budgets and related comments appropriate to relevant policies agreed by the Committee</li> <li>8. To provide regular financial reports to the Committee</li> <li>9. To maintain an accurate and auditable record of all Club income and expenditure</li> <li>10. To produce end-of-year accounts for auditing by the appointed auditor</li> <li>11. To present a financial report to the AGM of the Club</li> </ol>

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<p><b>Program Secretary</b></p>	<p><b>During the Current Programme</b></p> <ol style="list-style-type: none"> <li>1. Check the current program and ensure that the speaker or judge booked will turn up.</li> <li>2. Check what equipment they will require.</li> <li>3. Arrive at the club before the Speaker/Judge so your there to welcome them.</li> <li>4. Have a copy of the booking form to ensure that you know what their fee is.</li> <li>5. After the competition or talk e-mail the person and thank them for their attendance.</li> <li>6. Have a second programme available in case a Speaker fails to turn up.</li> </ol> <p><b>Prior to the end of the Season.</b></p> <ol style="list-style-type: none"> <li>7. Work out when the club will meet during the next season.</li> <li>8. Book the Hall.</li> <li>9. Decide when the Club Competitions will be held and book the Judges.</li> <li>10. Book the Judges for the external Competition held at the club ensuring that the booked judge is not in the same league as our club.</li> <li>11. Book Speakers to the club ensuring that the costs are within the clubs finances. Some speakers or Judges may appear cheap but you're paying them travel expenses at something like 40p a mile. The Judge is free but that 100 mile round trip is expensive.</li> <li>12. Check with the Training Secretary what Workshop they require in the programme.</li> <li>13. Put the new programme to the committee after printing it out in the right format.</li> <li>14. Confirming with the booked Speakers/Judges that the programme has been confirmed by the committee.</li> <li>15. Present the programme at the AGM and ask what members would like to exclude or included in the next programme but don't expect much feedback.</li> <li>16. Be prepared to add evening in at short notice when the feedback you never got at the last AGM starts to appear.</li> </ol> <p><b>End of Season.</b></p> <ol style="list-style-type: none"> <li>17. Attend to AGM and explain the following seasons programme and ask for feedback on the last season.</li> </ol>
<p><b>Internal Competition Secretary</b></p>	<p>This is a very enjoyable position as one gets to know the members and the sort of images they like to take.</p> <p><b>Receiving images</b> - These are entered a week before the competition. P.D.I's come in as emails or on U.S.B's and are stored in a folder. They must be checked to make sure they are correctly sized and named. Prints are entered as titles.</p> <p><b>Preparing Labels</b> - These are attached to the back of prints.</p> <p><b>During the competition</b> -Many members are willing to help put up stands. Prints are put on the stands by the competition secretary and a designated helper. Scores are collected and stored in the appropriate folder. These are then given to the website manager.</p> <p><b>Assessing images for external competitions</b> - The internal and external competition secretaries form part of the team for doing this.</p> <p><b>Responsible for holding the club computer</b></p>
<p><b>External Competition Secretary</b></p>	<p>The role involves all external competitions.</p> <p><b>For the Southern Counties League:</b></p> <ul style="list-style-type: none"> <li>• Attendance at League Reps' Meetings</li> <li>o Feedback of information to committee</li> <li>o Ensuring we follow League rules</li> <li>• Timely online submission of PDIs and Prints (as PDIs) to League Web Site in correct format</li> <li>• Taking and collecting of Prints to first club, our own club and final club competitions</li> <li>• Recording and distributing score sheets to League and to Members</li> <li>• Entering Annual exhibition at Salisbury and taking prints to exhibition</li> </ul> <p><b>For all Inter-Club Competitions:</b></p> <p>Currently, there are 5 inter-club competitions and one exhibition (at Yateley).</p> <ul style="list-style-type: none"> <li>• Responding to requests from other clubs</li> <li>• Timely submission of PDIs to competitions through their web sites in correct format</li> <li>• Taking prints to the club competitions</li> <li>• Recording and distributing score sheets to Members</li> <li>• Taking prints to exhibition at Yateley and set up</li> </ul> <p><b>Selection of entries to all competitions:</b></p> <ul style="list-style-type: none"> <li>• Selecting PDIs and Prints with the Committee Members based on highest club scores</li> <li>• Requesting and gathering PDIs (for web) and Prints from members</li> <li>• Management of score sheets across all competitions for future reference</li> </ul>

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<b>Publicity &amp; Marketing Secretary</b>	<p><b>Objective – to increase membership.</b></p> <p><b>Key Activities</b></p> <p>Promote Burghfield Camera Club in local publications e.g. Mortimer village Partnership Produce and display posters in appropriate places; hold exhibitions of members work Produce and maintain a database of members experience, interests and development needs Use the database information to help formulate the Club's Programme of activities Measure the members opinion of the Programme</p>
<b>Training and Development Secretary</b>	<p>Liaise with the Committee to agree the number of workshops and what needs covering during the season - they usually cover:</p> <p>A post processing evening A portrait evening An outside event A general table-top evening with something different added to extend the members Another evening - usually at the request of committee or members</p> <p>On top of these there may be extra workshops needed to cover specific topics and needs i.e. basic camera and post-processing skills for beginners</p> <p>You are responsible for arranging the evenings. You will be expected to either teach or agree with other club members to cover them</p>
<b>Website Co-ordinator</b>	<p><b>The website has two main purposes :-</b></p> <p>1 To keep members informed on all details of the Club's activities. 2 To present the Club and its members work in the best possible light to others.</p> <p>The Website Manager should ensure that the website is correct and up to date at all times.</p> <p><b>Areas needing regular updates are:-</b></p> <p>Club Rules and Constitution Committee Members Club Programme Internal &amp; External Competition Scores Members Images Links News</p>

So there are the roles...

Don't forget if you are interested in a role please feel free to nominate yourself, alternatively if you think there's a role here that would suit another member please nominate them but ensure you have discussed it with them first!

**Email your nominations to [debbybcc@gmail.com](mailto:debbybcc@gmail.com) by 12<sup>th</sup> May – your club depends on it!**

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### 5<sup>th</sup> May – Workshop - Twilight Photography

Start at 7.30pm at the small nature reserve/lake at Dean Copse Road, Theale opposite the Fox and Hounds (RG7 4BE ) and finishing at the local pub for discussion.

Looking at Sunsets, landscapes, waterscapes and nature.

**Don't forget your camera!**

### 12<sup>th</sup> May – Best of the Best Competition

This competition is for the highest scoring images from our internal competitions to find the Print & PDI of the year and will be judged by Jeff Lawrence.



### 26<sup>th</sup> May AGM

The last meeting of the season where we review the previous year.

Don't miss your opportunity to influence your club's future policy and officials

We will be presenting trophies to the winners of all the competitions that have been held this season and additionally Carol will be presenting the Hugh Fagg Viewfinder Cup.

So it's an evening that we have lots of information to share, that also requires feedback from you as members.

Look forward to seeing you all there however if you are unable to attend please send your nominations for committee members to [debbybcc@gmail.com](mailto:debbybcc@gmail.com) by Thursday 12th May.

Thank you and see you next season.



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#### Things to do through the summer...

##### Basingstoke Kite Festival

**4 - 5 June 10am to 5pm**

Down Grange Sports Complex, Pack Lane, Basingstoke, RG22 5SN.

Basingstoke Kite Festival returns this June, bringing an array of colour to the sky above Down Grange.

The event includes kite flying displays and demonstrations, children's kite making workshops, trade and catering stalls, inflatables and a kite raffle. Free public parking is available on site.



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##### Transport Festival 2016

**Date: Sunday 8 May 2016,  
11am to 4pm,**

The War Memorial Park will once again be filled with over 900 vehicles at the Basingstoke Festival of Transport 2016.

As in previous years, there will be a huge range of vehicles on static display, including classic, vintage and commercial vehicles, fire engines, military trucks, and a variety of specialist car clubs, trade stalls and catering outlets.

Whether you're a keen motor buff or you just want an interesting and enjoyable Sunday, Basingstoke Festival of Transport is a great day out for all the family.

- Abingdon air and country show 1st may
- Tilehurst Festival Prospect Park 1st may
- Wallingford vehicle rally & Parade 8th May
- Endless summer – VW show 14th August war memorial park Basingstoke
- Henley regatta 29 June - 3 July
- [The Royal International Air Tattoo](#) 8th July, RAF Fairford, GL7 4EG Fairford, Gloucestershire



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#### Things to do through the summer cont...

##### Lavender Fields Open Days

This years dates are: 2nd,3rd, 9th & 10th July  
11am-4pm

##### No Booking needed, just turn up!

Our open days are a great day out for all the family, with lots of fun activities, including:

Visits to the fields  
Tractor trailer rides.

Ploughman's lunches and cream teas will be available throughout the day served in our farmhouse garden



Gentle stroll through the lavender and wild flower field

Opportunity to visit our [Lavender Shop](#) and see our range of beautiful Lavender gift sets, indulgent hand and body lotions to lavender bags, lavender cushions and culinary lavender plus a wide variety of lavender plants to choose from.

There is free car parking, but with the exception of guide dogs, we regret no dogs are permitted .

##### Retrofest

12/13/14 AUG 2016 NEWBURY SHOWGROUND RG18 9QZ.



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### Reading Race for Life

Sunday 17 Jul 2016 -11:00  
Venue: Prospect Park, Liebenrod Road,  
Reading, Berkshire, RG30 2ND

Cancer Research UK's Race for Life is a series of women-only events raising money for research into all 200 types of cancer.



I will be competing in this race as it's a cause very close to my heart so **if you would like to sponsor me please do so by typing Just Giving into your search engine and my team name is 'Hicks Happy Hooters'**. Yes this is a shameless plug I know but for a worthy cause!



### ROYAL COUNTY OF BERKSHIRE SHOW

**DATE:** 17th and 18th September 2016  
**SHOW OPENING TIMES:** 8am to 6pm  
both days  
**NEWBURY SHOWGROUND RG18 9QZ.**

### NEWBURY WATERWAYS FESTIVAL

23rd July - 24th July 10:00 - 17:00  
Victoria Park  
Newbury  
West Berkshire

The Newbury Branch of the Kennet and Avon Canal Trust proudly organizes the Newbury Waterways Festival. Boats will start gathering from Friday 22nd July for the event which takes place in Victoria Park and at The Wharf.





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#### Things to do through the summer cont...

**The Wex London Lens Show** – all cameras, lenses, events  
Saturday 30th April 2016. 10am-4.30pm, 47-49 Tanner St.,  
London. SE1 3PL

Three floors of photographic activities in the heart of the capital. Gear, demos and advice from leading brands, including Atomos, Canon, DJI, Fuji, Lee Filters, Lensbaby, Manfrotto, Miller, Nikon, Olympus, Panasonic, Pentax, Samyang, Schneider, Shape, Sigma, Sony, Tamron, Tiffen, Tokina and Zeiss



#### **Art in Action – All Visual Arts** **14th to 17th July, Waterperry Gardens, Oxford**



Every July up to 400 artists, crafters, performers and musicians gather together in Waterperry Gardens to demonstrate their skills and show their work. You can watch the potter pot, the painter paint and the sculptor sculpt. You can ask the masters of the arts of jewellery, textiles, woodwork and glassblowing about the secrets of their craft. In the ever popular Practical Classes section, you will be able to have a go yourself at the art or craft of your choice with the guidance of an expert teacher.

#### **The Photographers' Gallery, 16 - 18 Ramillies St, London W1F 7LW** – Rod mentioned this.

The Photographers' Gallery is the largest public gallery in London dedicated to photography. From the latest emerging talent, to historical archives and established artists, we're the place to see photography in all its forms.

#### **Exhibitions coming up...**

**Punk Weekender** – A weekend dedicated to the spontaneity, spirit and diversity of punk culture from 23-26 Jun

**Double Take** – Drawing and Photography 15th April – 3rd July - explores the ways photography and drawing have been combined.

#### **BERT HARDY: HIS PERSONAL COLLECTION**

##### **Vintage Works**

13 May - 3 July 2016

This exhibition showcases vintage prints drawn from British Photographer, Bert Hardy's own private collection.

Stored for decades at his home, these rare black and white photos were kept as keepsakes from his legendary career and are now on display for the very first time.

