

# Minutes of the Contemporary Group

(A video conference via Zoom)

Saturday 28th Oct 2020

**Present:** Alan Cameron Chair), Brian Steptoe, David Grimshaw, Duncan Unsworth, Patricia Ruddle, Paul Ashley, Sean Goodhart, Tom Owens, Avijit Datta, Steff Hutchinson, Romney Tansley (Minutes).

**Apologies:** Aidrian Hough, Ken Holland

AC welcomed new member Steff Hutchinson, convenor of the new Central Region joint Contemporary/Documentary Group.

## Minutes of the last meeting (circulated):

The minutes were approved by acclamation.  
There were no matters arising.

## Chair Report by AC (circulated):

AC announced that AD has agreed to take on the membership engagement role.

## Vicechair Report by AD (circulated):

AD indicated the decline in membership since 2015 and said that if continued there would be no members by 2033. PA pointed out that more recently there had been a period of increasing membership and therefore the projection was unnecessarily pessimistic.

## Secretary Report by RT (circulated):

Proposed redrafted "Benefits of Membership" agreed.

## Treasurer's Report by DG (circulated):

No discussion.

## Regional Organisers Reports

Contemporary North report by PR (circulated)  
Verbal reports by SH, TO and AC

## Group Wide Activities:

### Concept report by RT (circulated):

Proposed editorial guidelines agreed by acclamation.

RT reminded committee that he had written to them asking that members be encouraged to write for Concept.

### Contemporary Photography report by PA (appended to Romney Tansley Rept - circulated):

PA said he would welcome more feedback about Contemporary Photography.

RT added that he would welcome the same about Concept.

### Portfolio Box report:

DU reported verbally.

### Webmaster report by SG (circulated):

### On-line Exhibition (circulated):

DG reported verbally that entries continued to come in and are being displayed online to the selection panel.

### On-line Talks (see Chair Report - circulated):

AC reported verbally on progress.

BS to forward details of a recommended speaker.

### Draft Constitution (circulated):

Various corrections proposed.

### Membership Matters:

AC reported that he has been writing letters of welcome to new members.

BS said he would circulate the results of a 2015 membership survey.

### AOB:

None

### Next meeting:

AC proposed we next meet late January and will circulate an availability chart to agree a date.

The meeting concluded.

# RPS Contemporary Group Committee Meeting

Agenda 28th October 2020 7.30pm

|         |   |
|---------|---|
| Timing  |   |
| 10 mins | - Apologies   |
|         | - Minutes of last meeting   |
|         | - Matters arising   |
| 10 mins | - Chairman's report Including Working with Regions and other SIGs |
|         | - Vice Chairman's report  |
|         | - Secretary's report  |
|         | - Treasurer's report  |
| 10mins  | - Regional reports  |
|         | • East Anglia   |
|         | • North   |
|         | • North West  |
|         | • South West  |
|         | • Central   |
| 10mins  | - Group Wide activities   |
|         | • Concept   |
|         | • Journal   |
|         | • Portfolio box   |
|         | • Webmaster   |
|         | • On-Line Exhibition  |
|         | • On-Line Talks   |
|         | Membership matters - including new members                        |
|         | Constitution  |
| 10 mins | - Any Other Business  |
|         | - Date and time of next meeting.                                  |

# **RPS Contemporary SIG**

## **Chair's Report for Committee Meeting 28th October 2020**

### **Call for Volunteers**

After the last committee meeting I published a call for volunteers from the regions and I had one reply. This came from Steff Hutchinson who talked with me and we decided that there was scope in the Central Region for the formation of a group.

### **New Joint Central Region Group**

After discussions with Steff and Mark Phillips the Documentary Group Chair and Stewart Wall who is caretaking Central Region, broadcast message was sent around the region inviting members to join a new group. The first meeting, via Zoom, was on 7th October and Mark and I attended. Thank you Steff for volunteering and for the positive outcome.

### **SIGs and Regions Meetings**

Two meetings have taken place since our last meeting. Romney attended the august meeting and I attended on the 3rd October. I find these a little frustrating they seem to be a chance to air issues but there is seldom a resolution to any of them.

Points from the last meeting

- Finance. Satisfaction with the finance group in Bristol is low and there was an agreement that there was a need for a meeting between interested Groups and Regions involving the Finance Lead. I said that David should be invited, but I have seen no actions from that meeting.
- Booking system. There were numerous complaints about the website and the booking system for meetings with a report from one of the regions on the use of EventBrite, strongly recommending its use. Evan Dawson is of the opinion that this tool will not do because of our reporting requirements to the Charity Commission. The capacity problem on the website has been addressed and there should now be the ability to handle the volume of traffic.
- Trustees. Janet Haines gave us a presentation on the work being done by the trustees to improve performance over diversity and inclusion, and she described the Governance Review currently being done by Mike Taylor. The point was made that there had been a review a few years ago and this had resulted in little change. Janet assured us that this time would be different.

### **Online Talks**

We have now had three online talks and I think it is fair to say that they have been received well. For both Chris Steele-Perkins and Paul Hill we had over 150 bookings and for Ken over 130. The website coped well after an early hiccup. In both the first two talks continuous attendance peaked at over 130 and on Ken's talk 95. Ken's talk is freely available and I will check whether he is happy for it to be posted on the RPS YouTube Channel.

Bookings are going well for the next two talks currently 59 for Rehab Eldalil and 34 for Gile Duley. We are about to launch the talk for Carolyn Mendelsohn.

Overall I am content with the response and the support from Bristol has been good, Emily having posted the next two talks on the Society's front page. I have had to purchase a 500 seat Zoom licence at £48 per month in addition to my standard licence.

## **Membership**

I have managed to get the latest membership records and there's evidence that the activities during lockdown have helped to stabilise things. In the first three weeks of October we have gained 7 new members. I will be writing a welcome letter to them. I am hoping to work with Avijit on this with a view to stabilising and then growing membership.

I have asked Romney to produce a draft benefits note and he has done that. He has also put in there the guidance over the size of articles for Concept and I have asked Paul to add the guidance for Contemporary Photography. This will be circulated for comment when it's ready.

## **Constitution of our SIG**

David (mainly) and I have created a draft update constitution which now reflects the Society's standard model. This has been circulated.

## **Other Matters**

I completed a survey from the Volunteer Manager asking if we had a Welcome pack which prompted the action to get the reports.

I sent out a broadcast reminder for the exhibition and that went out promptly - I know because Rod Fry told me he'd already put in his entry.

I have been involved in creating a resolution to an ongoing disagreement over the size of reports to Concept and I think that this has been satisfactorily resolved.

Alan Cameron LRPS

Chair

27th October 2020

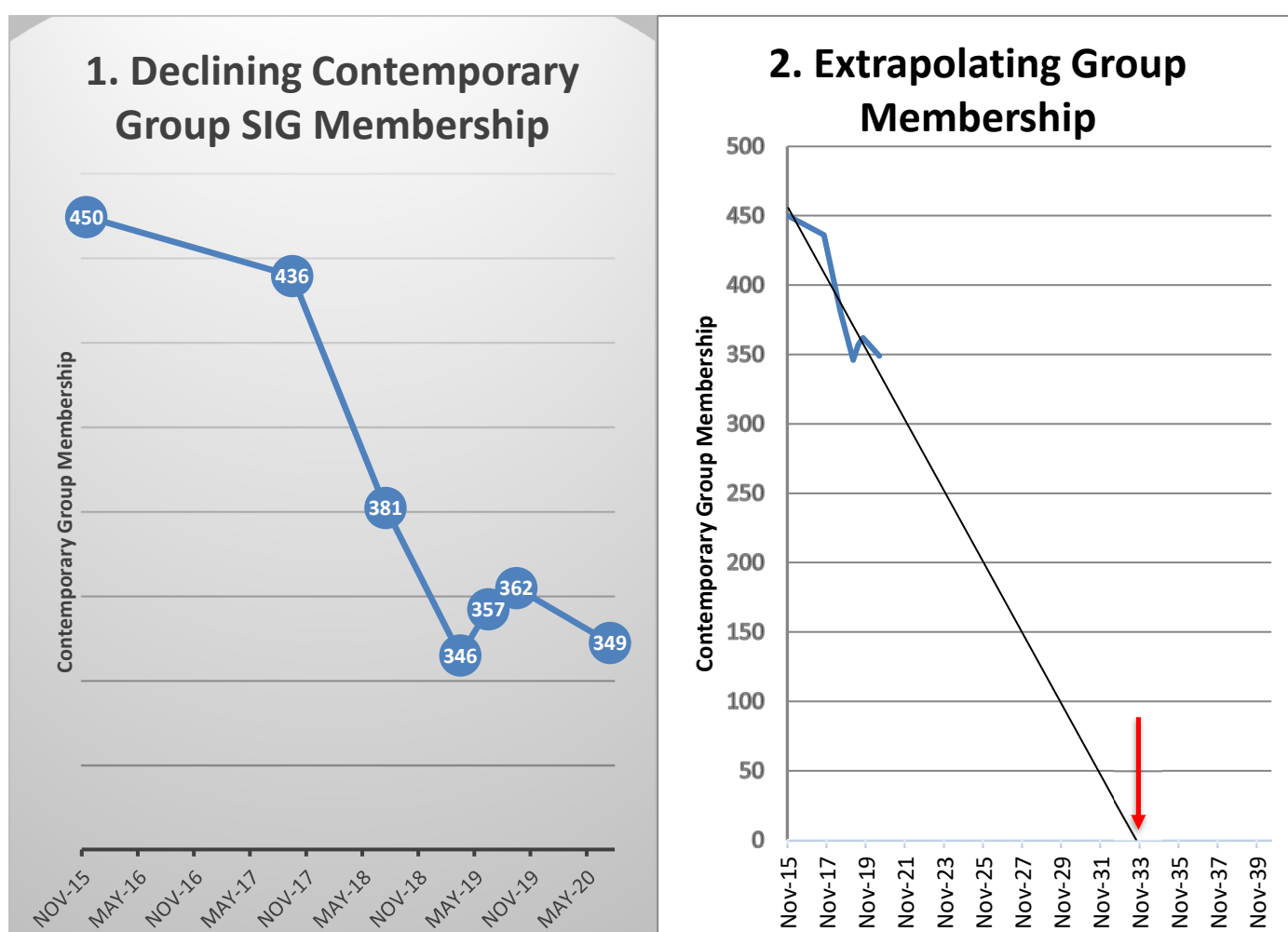
## Contemporary Membership and an integrated approach to engagement

Avijit Datta FRSA FLS FPhys

Vice Chairman

### Declining Contemporary Group Membership

At the last committee meeting, I asked for membership numbers to be placed as a standing item on the committee meeting agenda. Membership data over the last 5 years shows a progressive decline (**Fig.1**); extrapolation indicates that unchecked there may be zero membership of the contemporary group by November 2033 (**Fig.2, red arrow**).



Clearly this requires careful monitoring and all measures to improve recruitment and retention of members should be employed. Retention involves maximising membership engagement and being responsive to their feedback, both positive and negative.

## Membership engagement – illustrated COVID-19 blogs

Website engagement is a metric of membership engagement. The webmaster indicated that more content might improve the number of visits to the contemporary website and to the related Instagram page. Since the most important issue is the COVID-19 pandemic and related lockdown, I wrote an illustrated COVID-19 blog (on inequalities during the pandemic).

<https://rps.org/news/groups/contemporary/2020/july/we-are-all-in-it-together>

The blog also encouraged others to contribute. The webmaster has produced related contemporary group Instagram and Facebook ( 767 members) posts which sign post the blogs. I have solicited blogs – to date ten blogs have been published including two from previous contemporary group Chairmen. The blog by Paul Hill MBE, Founding Contemporary chairman also advertised his talk to the contemporary group.

<https://rps.org/news/groups/contemporary/2020/august/talking-heads/>.

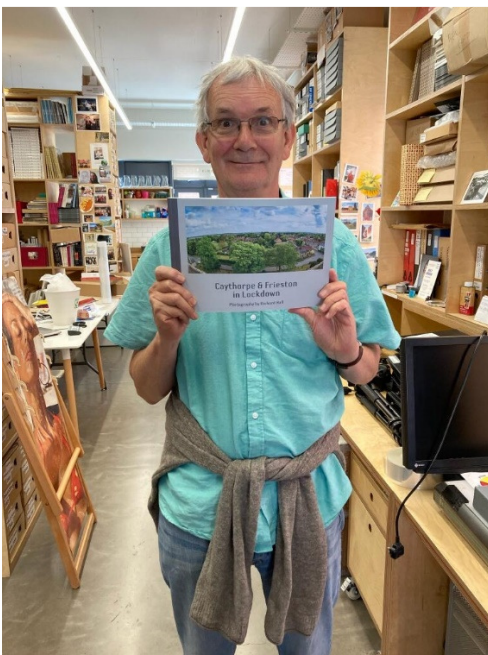
Together with the webmaster, I have looked for evidence that these blogs have indeed driven contemporary member engagement:

- (a) Web traffic in the Contemporary Group pages has increased, improving the ranking of the Contemporary Group amongst other groups. Analytics demonstrate that this can be directly attributed to the COVID-19 blog traffic.
- (b) An Instagram post on the RPS account, 20 July 2020, relating to the second blog written by a camera club past president received 490 'likes' which means at least that number of views:

<https://rps.org/news/groups/contemporary/2020/july/hanging-on/>

<https://www.instagram.com/p/CC3liH0n6h8/?igshid=nnq0wf4tda3l>

- (c) Within our Contemporary North as a result of the blog series, we attracted a new member to the RPS, who has already attained LRPS distinction. His lockdown photobook ( which itself was the subject of a blog) was photographed being received by Martin Parr, former President of Magnum Photos. Within a few weeks the member submitted his photobook and achieved ARPS in the Contemporary section.



## Proposed update: RPS Contemporary Group Membership Benefits

Contemporary Photography our quarterly full colour print magazine, featuring in-depth articles featuring the work of notable photographers from around the world.

Concept a free bi-monthly e-newsletter, keeping group members up-to-date on events and featuring the work of our members, book reviews and reports on regional group meetings. Available by e-mail and on our website.

Member postal portfolios circulating in UK and Europe

Regular Zoom interviews with notable photographers about their work and practice, open to all

Regional sub-Groups meeting in the South West, East Anglia, the North West, Yorkshire and Scotland

Active Facebook Groups "RPS Contemporary" and "RPS Photobooks" open to all

Active Instagram Group @rpscontemporary open to all

Advice on submissions for Contemporary RPS Distinctions available

## Guidance for contributors to Concept

Concept our bi-monthly e-newsletter seeks to be the best possible showcase for all that the RPS Contemporary Group has to offer.

We attempt to provide a rich variety of content - updates on upcoming events, the work of featured member photographers, regional reports, book reviews, and much else.

Features and reports should be between 300 and 800 words please

Reports of regional meetings should not be in the form of a set of minutes, nor attempt to represent the details of the debate or conversation but rather present the proceedings in summary form

Anything more detailed than this could be re-fashioned instead as a feature or monograph spotlighting the work of a particular photographer or photographers

Documents should be in Word format (doc or docx) and contain no images; pictures as separate jpeg files of 1 to 2 meg, containing no watermarks please

The editor's job is to work with Graphics and Layout to present the text and a selection of the best pictures in the most pleasing and stylish way.



## Treasurer Report for Committee Meeting: 28 October 2020

### Bank Balance at end of September

£12,689

This compares with an end of April balance of £11,299

The main factor for the increase is a decline in spending on travel during the pandemic.

### Activities during 2020

A series of talks delivered via the Web

A forthcoming exhibition delivered by the Web.

Both have zero chargeable costs (just a significant amount of volunteer time).

### Issues to monitor

The membership is declining. With operating costs low, we might focus on the quality of interactions with members and the value added of membership. Hopefully, the activities above have helped.

### Discussion

Should we solicit feedback from members about our new activity streams?

Dr David J. Grimshaw MA, ARPS

**RPS Contemporary Group Treasurer**



## Constitution of the Contemporary Group of The Royal Photographic Society

### 1. Purpose

The Group shall be known as the Contemporary Group of The Royal Photographic Society. The RPS Contemporary Group is about photography which can and often does cross all conventional genres. The working definition of the Contemporary SIG is:

***Photography that, through a body of work, conveys ideas, stimulates thought, and encourages interpretation; photographs "about" rather than "of".***

The objectives of the group are to:

- Provide a forum for presentation and encouragement of its members in pursuing production of coherent bodies of work with a specific role.
- Emphasise photography based on expressing ideas; on meaning and purpose, with sets of images to a theme rather than individual stand-alone photographs.
- It is about the “why” rather than the “what” of the photography. The Group will appeal to amateur members who look to achieve a longer standing value in their work, as an alternative to the well-trodden route of photographic salons, and to professionals pursuing work on personal projects to a theme.
- Encourage members to communicate their photographic vision by means of
  - Meetings and courses,
  - A website,
  - Social media,
  - An electronic newsletter
  - A printed magazine,

The Group will operate under the current Regulations and Guidelines for Special Interest Groups of The Royal Photographic Society (MP004 & FP003). All references to “The Society” herein are to The Royal Photographic Society.

All publications advertising and publicity must clearly indicate that the Group is part of The Royal Photographic Society and as far as possible follow the current corporate branding.

### 2. Membership

All paid up and Honorary members of The Royal Photographic Society are eligible to become members on payment of the appropriate Group subscription. A non-member of The Society cannot be a member of the Group. The level of subscription shall be decided from time to time by the Annual General Meeting upon a recommendation from the Group’s Committee. The Council of The Society shall be notified by 30<sup>th</sup> September each year of any change of subscription for the following financial year. The renewal date for the Group subscription shall be the same as the member's Society subscription renewal date.



## Committee

A committee shall be elected at the Annual General Meeting or an Extraordinary General Meeting of the Group from members nominated in writing by not less than 2 other members. Such nominations and the written consent of the nominee must be received not later than 14 days before the date of the General Meeting.

The Committee shall be comprised of three officers: Chairman; Secretary; Treasurer and at least one other member. The length of service of the officers and committee members shall follow the current protocols in MP001 of The Society. All officers and committee members must be members of The Society: any officer or committee member who ceases to be a member of The Society is immediately disqualified from office and the Group Committee.

The Officers of The Society shall be ex-officio members of the Committee and entitled to attend Committee meetings and to receive all Committee documents, but not entitled to vote or to be counted towards a quorum.

The Committee may co-opt members of The Society, who need not be members of the Group, for specific purposes. Members so co-opted have no voting rights and do not count towards a quorum.

The Group Committee may invite non-members of The Society to attend Committee meetings for a specific purpose.

A quorum for committee meetings shall be at least two members of the Committee.

At the AGM the Group shall elect a representative from the Committee to The Society's Advisory Board. It is expected that this will be the Chairman unless exceptional reasons prevail.

In the event of a vacancy occurring, the Committee may co-opt a member of the Group to serve until the next General Meeting.

The Committee may appoint sub-committees as required. Sub-committees may co-opt members of The Society, who need not be members of the Group, for specific purposes. Members so co-opted have no voting rights.

## 3. General Meetings

The Group's Annual General Meeting shall be normally held within 3 months of the end of The Society's financial year, 31st December.

All officers and committee members shall retire annually at the AGM but may offer themselves for re-election. A member serving as Chairman may serve for up to a maximum of 6 consecutive years: in special circumstances the Group may apply to Council for an extension of this limit.

Written notice of an AGM shall be sent by email, where possible, at least 28 days before the meeting. Letters will be sent to the last known address of those without email, as well as being published on The Society website.

A quorum for an AGM shall be 15 or one third of the membership whichever is less. In the event of the AGM being inquorate it shall be adjourned and reconvened at another time when the attendance at the reconvened Meeting will be deemed to constitute a quorum. The Committee may permit post and/or proxy votes on resolutions specified in the notice of meeting.

An Extraordinary General Meeting may be convened by the Group's Committee, as it considers necessary. An Extraordinary General Meeting must also be convened, within 90 days of receipt by the Secretary, of a requisition signed by at least 25 members or 50% of the Group membership whichever is fewer. Written notice of the EGM shall be sent at least 28 days before the Meeting to each Group member's last known address, as well as being published on The Society website, stating the purpose for which the Meeting is convened. No business other than that specified in the notice may be conducted at the EGM. A quorum shall be 25 members or 50% of the Group membership whichever is fewer. If the Meeting is inquorate it shall not be reconvened without the previous procedure being undergone again and the specified quorum achieved. The Committee may permit post and/or proxy votes on resolutions specified in the notice of meeting.



## Finances

The funds of the Group shall be under the control of the committee and shall only be used in the furtherance of the stated objectives of the Group. The committee is not authorised to enter into any expenditure or commitments it has insufficient funds to cover.

The committee shall require the treasurer to maintain proper accounting records comprising as a minimum, a record of all cash and bank transactions, a regular bank reconciliation statement, an income and expenditure account and a balance sheet. All supporting vouchers and documentation are to be retained for a period of at least six years.

The financial records shall be available for inspection at any time by the committee or by the Treasurer of The Society.

The financial year end shall coincide with that of The Society, namely 31 December. The treasurer shall prepare in summary format (the template to be provided by the Director General of The Society) accounts for the financial year and lodge these with the society by the 31 January for inclusion in The Society group accounts.

The committee may appoint an independent examiner (who may not be the treasurer nor a member of the committee) to review the accounts to ensure that the figures supplied to The Society agree with the records and vouchers kept by the treasurer. Any material inconsistencies should be brought to the attention of the committee and The Society Treasurer. (Please note this is not a requirement of the Society.)

The accounts of the Group are to be laid before the members for approval, at the AGM of the Group.

Should the Group be disbanded at any time, then any remaining sums in the Group bank accounts or cash reserves are to be immediately transferred to The Society.

## 4. Winding Up

The Group may be wound up by an AGM or EGM of the Group provided all members of the Group are given adequate opportunity to vote by post or proxy on the winding up resolution. The Council of The Society must be advised of such a possibility at the earliest opportunity.

## 5. Revision of this Constitution

This Constitution and any amendments thereto are subject approval and ratification by the Council of The Royal Photographic Society. Amendments shall only be made by an AGM or EGM of the Group after notice of proposed revisions has been included with or sent prior to the notice of meeting.





## Online Contemporary Exhibition

### Progress Report for Committee Meeting: 28 October 2020

#### Submissions

Climate change: 10  
Lockdown: 70  
Open: 65  
Total: 145 images

#### Selection Process

A panel of three selectors have agreed to work together, and for their names to be shared with each other so that they can work on the process.

All images have been uploaded to the RPS SharePoint site.

#### Exhibition

Sean has agreed to upload the selected images to the RPS website for display.  
Each selected series of 5 images will be alongside the author's name and link to their work (when supplied).

#### Discussion

Do we have a view about how many images should be displayed? Personally, I am happy to leave it to the discretion of the selection panel to balance aesthetics, range of style, topic, etc. In other words, to act as selectors and curators.

Dr David J. Grimshaw MA, ARPS  
**RPS Contemporary Group Treasurer**



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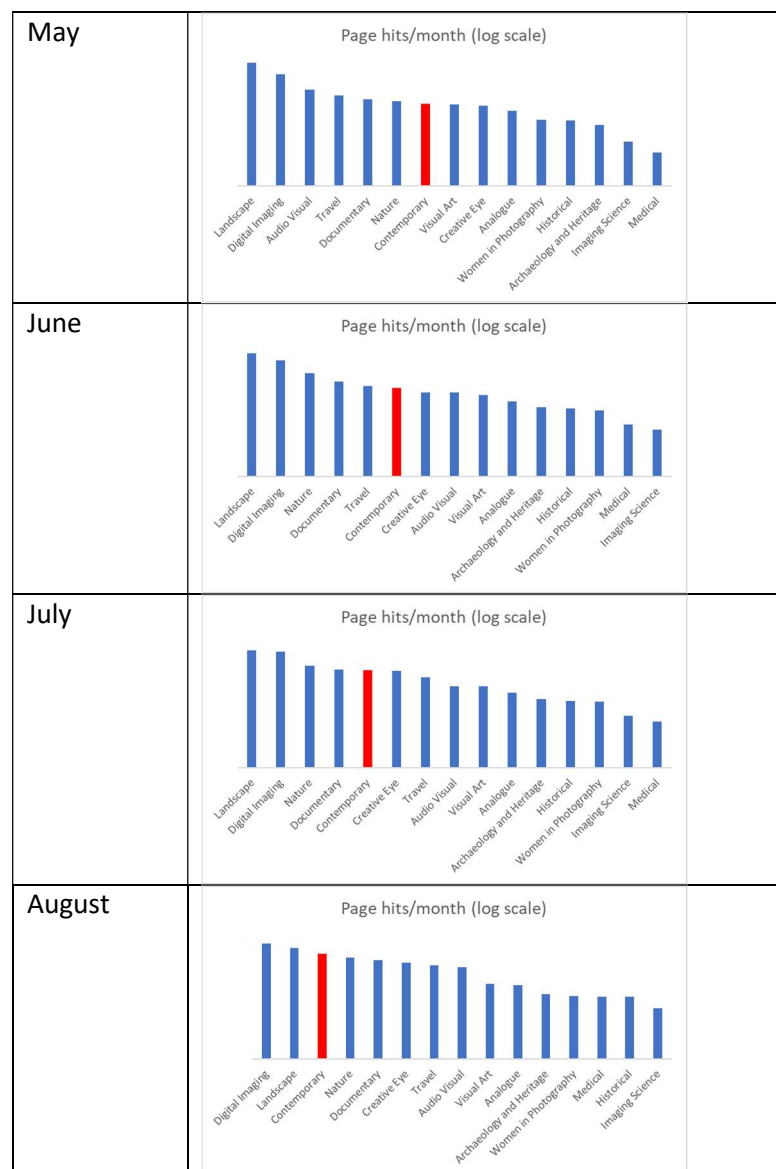
## Report from Contemporary SIG Webmaster, October 2020

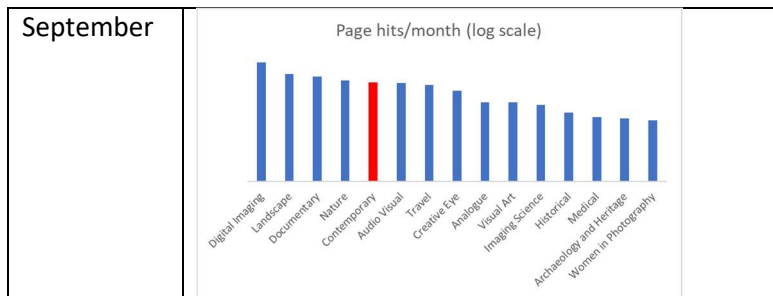
<https://rps.org/groups/contemporary/>

We've made a massive effort over the last couple of months – a series of 10 blogs have been curated, a great effort from Avijit.

The graphs below show the page visits for the SIG's microsites on rps.org. We clearly made a massive jump through all the blogging work in July and August but fell back in September when the rate of blogging slowed. It's clear that web engagement is clearly driven by new content.

Taking a look at progression since our last review of page-hits in May





Here's an analysis of what's driving traffic in September:

|  |  | 1,537<br>% of Total: 0.94%<br>(163,455) | 1,237<br>% of Total: 1.04%<br>(118,754) | 00:01:49<br>Avg for View:<br>00:01:05 (68.92%) |
|--|--|---|---|--|
| 1. /groups/contemporary/   |  | 297 (19.32%)                            | 186 (15.04%)                            | 00:00:43                                       |
| 2. /groups/contemporary/cn-newsletters/  |  | 192 (12.49%)                            | 170 (13.74%)                            | 00:06:01                                       |
| 3. /events/groups/contemporary/2020/october/ken-holland/   |  | 140 (9.11%)                             | 117 (9.46%)                             | 00:01:21                                       |
| 4. /events/groups/contemporary/2020/november/rehab-eldalil/  |  | 127 (8.26%)                             | 110 (8.89%)                             | 00:01:43                                       |
| 5. /events/groups/contemporary/2020/december/giles-duley/  |  | 118 (7.68%)                             | 92 (7.44%)                              | 00:01:55                                       |
| 6. /news/groups/contemporary/2020/october/through-our-lens-covid-19-project/   |  | 99 (6.44%)                              | 75 (6.06%)                              | 00:04:13                                       |
| 7. /qualifications/arps/arps-assessment-days/contemporary-assessment-dates/?Keyword="Associate+Contemporary"&content=Events&events=Assessment+day  |  | 65 (4.23%)                              | 50 (4.04%)                              | 00:00:43                                       |
| 8. /qualifications/frps/frps-assessment-days/contemporary-assessment-dates/?Keyword="Fellowship+Contemporary"&content=Events&events=Assessment+day |  | 37 (2.41%)                              | 32 (2.59%)                              | 00:00:55                                       |
| 9. /groups/contemporary/e-news-archive/  |  | 35 (2.28%)                              | 27 (2.18%)                              | 00:03:31                                       |
| 10. /news/groups/contemporary/2020/august/group-members-online-exhibition/   |  | 33 (2.15%)                              | 30 (2.43%)                              | 00:02:36                                       |
| 11. /groups/contemporary/showcase-tony-bramley/  |  | 24 (1.56%)                              | 19 (1.54%)                              | 00:04:52                                       |
| 12. /groups/contemporary/journal-archive/  |  | 19 (1.24%)                              | 13 (1.05%)                              | 00:01:02                                       |
| 13. /news/groups/contemporary/2020/july/caythorpe-frieston/  |  | 19 (1.24%)                              | 16 (1.29%)                              | 00:03:48                                       |
| 14. /events/groups/contemporary/2020/november/cn-zoom-november/  |  | 17 (1.11%)                              | 15 (1.21%)                              | 00:00:47                                       |
| 15. /news/groups/contemporary/2020/july/we-are-all-in-it-together/   |  | 17 (1.11%)                              | 15 (1.21%)                              | 00:00:56                                       |
| 16. /news/groups/contemporary/2020/september/coronavirus-uk-a-photobook/   |  | 13 (0.85%)                              | 13 (1.05%)                              | 00:03:11                                       |
| 17. /news/groups/contemporary/2020/august/talking-heads/   |  | 12 (0.78%)                              | 11 (0.89%)                              | 00:04:19                                       |
| 18. /news/groups/contemporary/2020/may/brians-photobook-essay/   |  | 11 (0.72%)                              | 8 (0.65%)                               | 00:01:44                                       |
| 19. /news/groups/contemporary/2020/august/13things/  |  | 10 (0.65%)                              | 8 (0.65%)                               | 00:05:35                                       |
| 20. /news/groups/contemporary/2020/july/hanging-on/  |  | 9 (0.59%)                               | 7 (0.57%)                               | 00:00:26                                       |
| 21. /news/groups/contemporary/2020/march/quarantine-photography-recommendations/   |  | 9 (0.59%)                               | 8 (0.65%)                               | 00:05:05                                       |

<https://www.instagram.com/rpscontemporary/>

Growth continues, these are the figures as of today 23<sup>rd</sup> October.

|              | images posted | followers |
|--------------|---------------|-----------|
| October 2018 | 14            | 80        |
| March 2019   | 22            | 638       |
| March 2020   | 41            | 1142      |
| July 2020    | 50            | 1183      |
| October 2020 | 64            | 1241      |

If anyone spots a great contemporary photographer on Instagram please let me know and I can link to one of their images.

## Group Membership Benefits

Contemporary Photography our quarterly full colour print magazine, containing in-depth articles featuring the work of notable photographers from around the world.

Concept our free bi-monthly e-magazine, keeping group members up-to-date on events and featuring the work of our members, book reviews and reports on regional group meetings. Available by e-mail and on our website.

Member print portfolios circulating by post in UK and Europe.

Regular Zoom interviews with notable photographers about their work and practice, open to all.

Regional sub-groups meeting in the South West, East Anglia, the North West, Yorkshire and Scotland, and the Central Region joint Contemporary/Documentary Group.

Active Facebook Groups "RPS Contemporary" and "RPS Photobooks" open to all.

Active Instagram Group @rpscontemporary open to all.

Advice on submissions for Contemporary RPS Distinctions available.

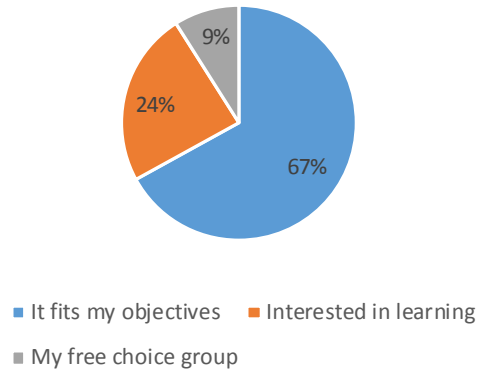


# RPS CONTEMPORARY GROUP

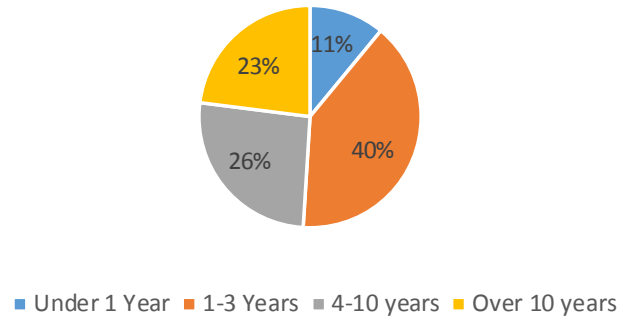
## ANALYSIS OF 2015 QUESTIONNAIRE REPLIES

### - PROFILE OF GROUP MEMBERS -

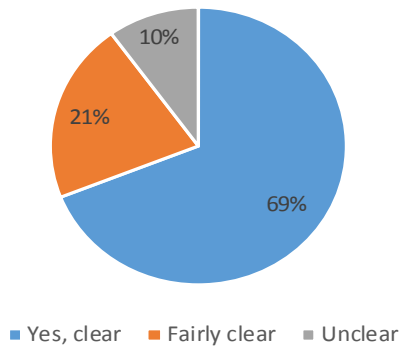
Reasons for joining this Group



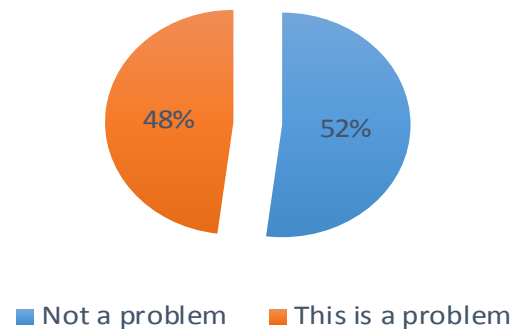
How long have you been a member?



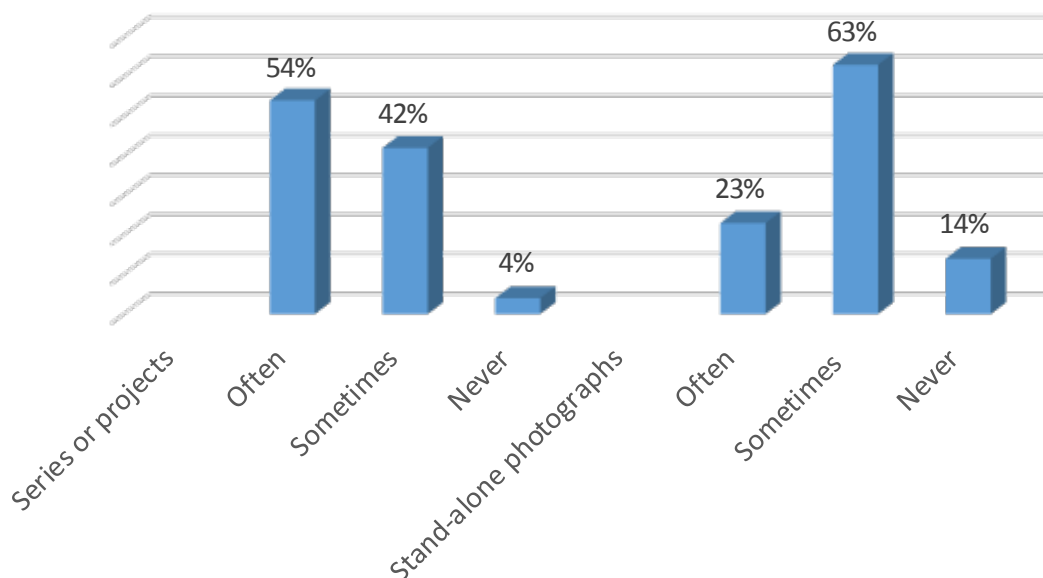
Understanding Group ethos



Problem explaining ethos to others?



Your type of work

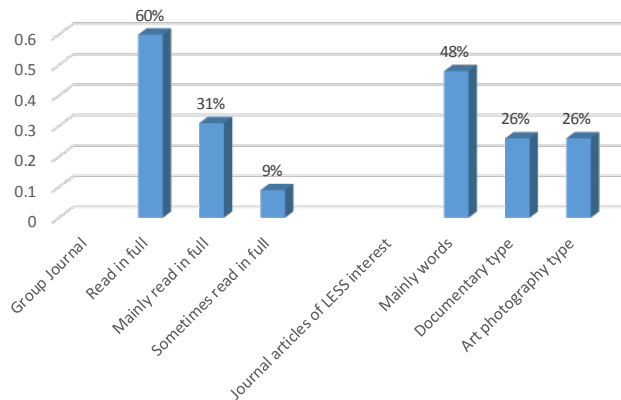


# RPS CONTEMPORARY GROUP

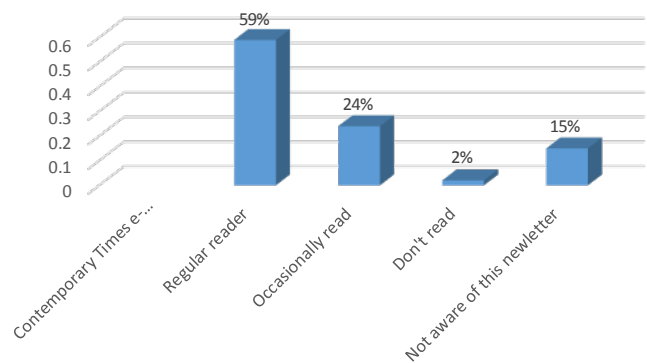
## ANALYSIS OF 2015 QUESTIONNAIRE REPLIES

### - Usage of GROUP and SOCIETY facilities -

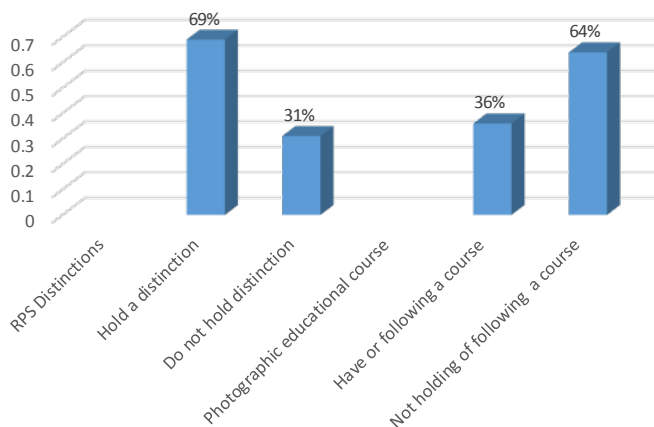
Group Journal readership and content



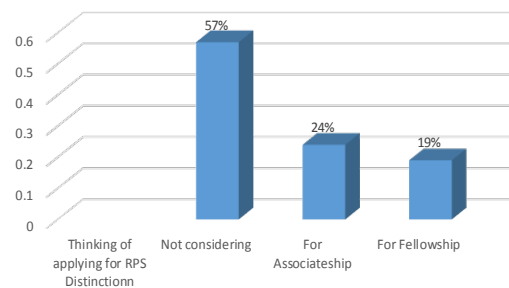
e-Newsletter Contemporary Times readership



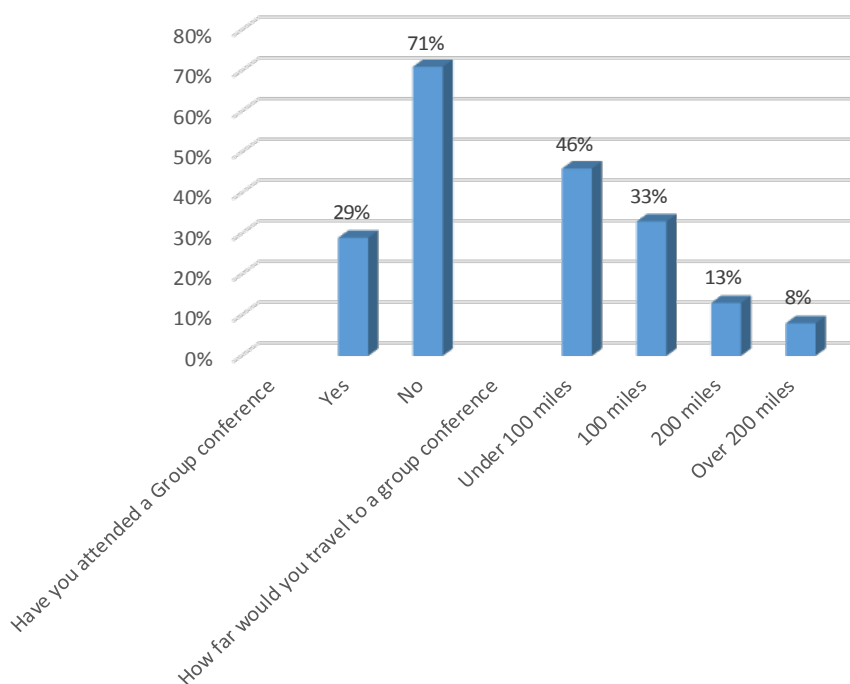
Distinctions and Education



Application for Distinctions



Group Conferences



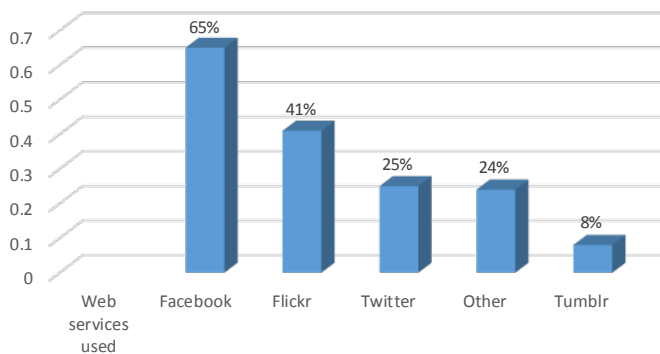
- Many members hold an Associate distinction.
- 13 members replied holding or following a BA course.
- 11 members replied holding or following an MA course.
- 85% wanted the Group Journal to continue to be issued on paper.
- 90% wanted Group Conferences held at varying locations, as now.

# RPS CONTEMPORARY GROUP

## ANALYSIS OF 2015 QUESTIONNAIRE REPLIES

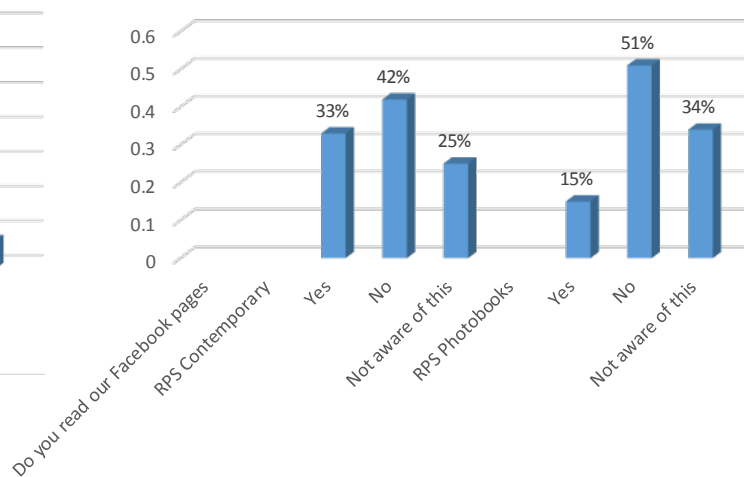
### - Usage of GROUP and SOCIETY facilities -

Members use of web services

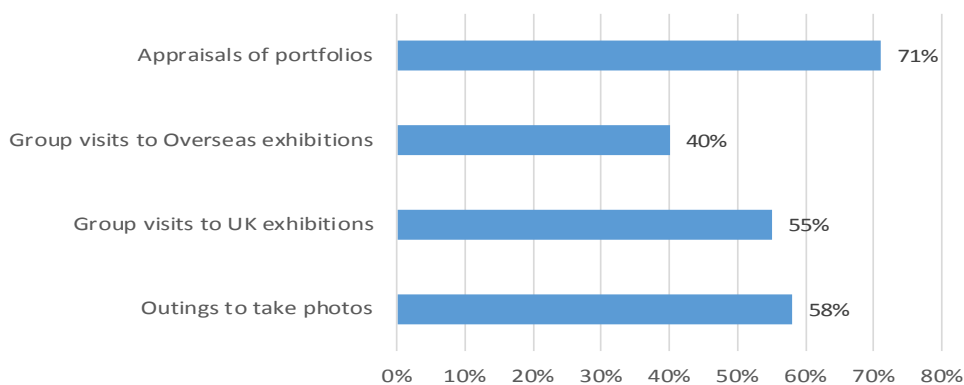


Note. 50% of members have their own website

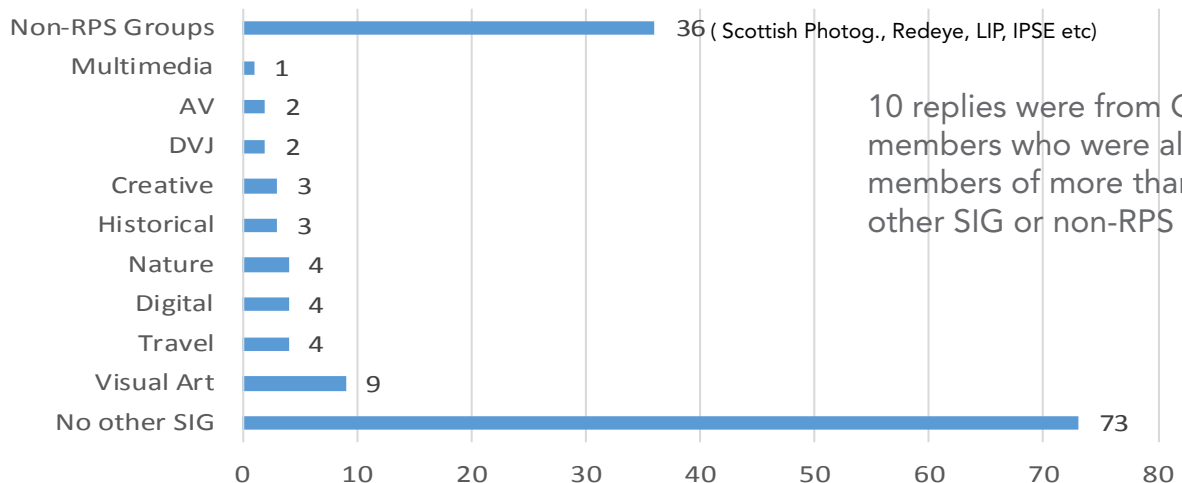
Readers of Facebook pages



Ideas for additional group activities



Membership of other Groups



#### Notes.

- This survey was carried out during Jan-Feb 2015.
- It was sent to the 411 who were Group members at end-2014.
- Replies were received from 132 members

**MF013: Issue 1**

# Model Group Constitution

**Approved by Council**

**Date:** August 2013

**Review:**

August 2015

## Scope

This is the basic model/template for The Society's Special Interest Groups to use for their constitutions. Each Group's constitution may include amendments or additions to serve its specialist functions which will need to be considered for approval by Council and the Group members leading to formal constitution acceptance at their Annual General Meeting.

# Constitution of the ..... Group of The Royal Photographic Society

## 1. Name and Aims

The Group shall be known as the “..... Group” of The Royal Photographic Society.

“.....” *photography is defined as* .....

The aims of the group are to foster and develop “.....” *photography / science* by:-

Actively encouraging the participation of all members of the Group in a programme of meetings and workshops.

Communicating with Group members by newsletter and / or website.

Encouraging members to communicate with one another and freely exchange information, ideas and views.

Organising exhibitions to provide opportunities for members to show their work.

Organising any other type of function or event identified as desirable by the membership.

The Group will operate under the current Regulations and Guidelines for Special Interest Groups of The Royal Photographic Society (MP004 & FP003). All references to “The Society” herein are to The Royal Photographic Society.

All publications advertising and publicity must clearly indicate that the Group is part of The Royal Photographic Society and as far as possible follow the current corporate branding.

## 2. Membership

All paid up and Honorary members of The Royal Photographic Society are eligible to become members on payment of the appropriate Group subscription. A non-member of The Society cannot be a member of the Group. The level of subscription shall be decided from time to time by the Annual General Meeting upon a recommendation from the Group Committee. The Council of The Society shall be notified by 30<sup>th</sup> September each year of any change of subscription for the following financial year. The renewal date for the Group subscription shall be the same as the member's Society subscription renewal date.

## 3. Committee

A committee shall be elected at the Annual General Meeting or an Extraordinary General Meeting of the Group from members nominated in writing by not less than 2 other members. Such nominations and the written consent of the nominee must be received not later than 14 days before the date of the General Meeting.

The Committee shall comprise of three officers: Chairman; Secretary; Treasurer; together with up to six other group members. The length of service of the officers and committee members shall follow the current protocols in MP001 of The Society. All officers and committee members must be members of The Society: any officer or committee member who ceases to be a member of The Society is immediately disqualified from office and the Group Committee.

The Officers of The Society shall be ex-officio members of the Committee and entitled to attend Committee meetings and to receive all Committee documents, but not entitled to vote or to be counted towards a quorum.

The Committee may co-opt members of The Society, who need not be members of the Group, for specific purposes. Members so co-opted have no voting rights and do not count towards a quorum.

The Group Committee may invite non-members of The Society to attend Committee meetings for a specific purpose.

A quorum for committee meetings shall be three or one third of the Committee whichever is greater, and must include two officers.

At the AGM the Group shall elect a representative from the Committee to The Society's Advisory Board. It is expected that this will be the Chairman unless exceptional reasons prevail.

In the event of a vacancy occurring, the Committee may co-opt a member of the Group to serve until the next General Meeting.

The Committee may appoint sub-committees as required. Sub-committees may co-opt members of The Society, who need not be members of the Group, for specific purposes. Members so co-opted have no voting rights.

## **4. General Meetings**

The Group's Annual General Meeting shall be held within 3 months of the end of The Society's financial year, 31<sup>st</sup> December.

All officers and committee members shall retire annually at the AGM but may offer themselves for re-election. A member serving as Chairman may serve for up to a maximum of 6 consecutive years: in special circumstances the Group may apply to Council for an extension of this limit.

Written notice of an AGM shall be despatched at least 28 days before the meeting to each Group member's last known address, as well as being published on The Society website.

A quorum for an AGM shall be 15 or one third of the membership which ever is less. In the event of the AGM being inquorate it shall be adjourned and reconvened at another time when the attendance at the reconvened Meeting will be deemed to constitute a quorum. The Committee may permit post and / or proxy votes on resolutions specified in the notice of meeting.

An Extraordinary General Meeting may be convened by the Group's Committee as it considers necessary. An Extraordinary General Meeting must also be convened, within 90 days of receipt by the Secretary, of a requisition signed by at least 25 members or 50% of the Group membership whichever is fewer. Written notice of the EGM shall be despatched at least 28 days before the Meeting to each Group member's last known address, as well as being published on The Society website, stating the purpose for which the Meeting is convened. No business other than that specified in the notice may be conducted at the EGM. A quorum shall be 25 members or 50% of the Group membership whichever is fewer. If the Meeting is inquorate it shall not be reconvened without the previous procedure being undergone again and the specified quorum achieved. The Committee may permit post and / or proxy votes on resolutions specified in the notice of meeting.

## **5. Finances**

The funds of the Group shall be under the control of the committee and shall only be used in the furtherance of the stated objectives of the Group. The committee is not authorised to enter into any expenditure or commitments it has insufficient funds to cover.

The committee shall require the treasurer to maintain proper accounting records comprising as a minimum, a record of all cash and bank transactions, a regular bank reconciliation statement, an income and expenditure account and a balance sheet. All supporting vouchers and documentation are to be retained for a period of at least six years.

Apart from the treasurer, the committee may appoint additional bank/cheque signatories for different levels of expenditure in accordance with protocols of the Banking Arrangements as set out in the

Society's Manual FP003.

The financial records shall be available for inspection at any time by the committee or by the Treasurer of The Society.

The financial year end shall coincide with that of The Society, namely 31 December.

The treasurer shall prepare in summary format (the template to be provided by the Director General of The Society) accounts for the financial year and lodge these with the society by the 31 January for inclusion in The Society group accounts.

The committee may appoint an independent examiner (who may not be the treasurer nor a member of the committee) to review the accounts to ensure that the figures supplied to The Society are in agreement with the records and vouchers kept by the treasurer. Any material inconsistencies should be brought to the attention of the committee and The Society Treasurer. (Please note this is not a requirement of the Society.)

The accounts of the Group are to be laid before the members for approval, at the AGM of the Group.

Should the Group be disbanded at any time, then any remaining sums in the Group bank accounts or cash reserves are to be immediately transferred to The Society.

## **6. Winding Up**

The Group may be wound up by an AGM or EGM of the Group provided all members of the Group are given adequate opportunity to vote by post or proxy on the winding up resolution. The Council of The Society must be advised of such a possibility at the earliest opportunity.

## **7. Revision of this Constitution**

This Constitution and any amendments thereto are subject approval and ratification by the Council of The Royal Photographic Society. Amendments shall only be made by an AGM or EGM of the Group after notice of proposed revisions has been include with or sent prior to the notice of meeting.

## Constitution of the Documentary Group of The Royal Photographic Society

### 1. Purpose

The Group shall be known as the Documentary Group of The Royal Photographic Society. Documentary photography as a practice spans a range of approaches, so makes precise definition difficult. Taken literally, all forms of photography can be described as documentary, in that they document someone, something or some place. As a working definition, the Documentary SIG uses the following:

***Documentary photography communicates a clear narrative through visual literacy. It can be applied to the photographic documentation of social, cultural, historical and political events.***

***Documentary photographers' work always has an intent; whether that is to represent daily life, explore a specific subject, deepen our thinking, or influence our opinions.***

The aims of the group are to:

- Foster and develop documentary photography;
- Actively encourage the participation of all members of the Group in a programme of meetings and workshops;
- Communicate with Group members through the RPS website, a quarterly e-journal, emails, and social media.
- Encourage members to communicate with one another and freely exchange information, ideas and views.
- Organise exhibitions to provide opportunities for members to show their work.
- Organise any other type of function or event identified as desirable by the membership.

The Group will operate under the current Regulations and Guidelines for Special Interest Groups of The Royal Photographic Society (MP004 & FP003). All references to "The Society" herein are to The Royal Photographic Society.

All publications advertising and publicity must clearly indicate that the Group is part of The Royal Photographic Society and as far as possible follow the current corporate branding.

### 2. Membership

All paid up and Honorary members of The Royal Photographic Society are eligible to become members on payment of the appropriate Group subscription. A non-member of The Society cannot be a member of the Group. The level of subscription shall be decided from time to time by the Annual General Meeting upon a recommendation from the Group's Committee. The Council of The Society shall be notified by 30<sup>th</sup> September each year of any change of subscription for the following financial year. The renewal date for the Group subscription shall be the same as the member's Society subscription renewal date.

### 3. Committee

A committee shall be elected at the Annual General Meeting or an Extraordinary General Meeting of the Group from members nominated in writing by not less than 2 other members. Such nominations and the written consent of the nominee must be received not later than 14 days before the date of the General Meeting.

The Committee shall be comprised of three officers: Chairman; Secretary; Treasurer and at least one other member. The length of service of the officers and committee members shall follow the current protocols in MP001 of The Society. All officers and committee members must be members of The Society: any officer or committee member who ceases to be a member of The Society is immediately disqualified from office and the Group Committee.





The Officers of The Society shall be ex-officio members of the Committee and entitled to attend Committee meetings and to receive all Committee documents, but not entitled to vote or to be counted towards a quorum.

The Committee may co-opt members of The Society, who need not be members of the Group, for specific purposes. Members so co-opted have no voting rights and do not count towards a quorum.

The Group Committee may invite non-members of The Society to attend Committee meetings for a specific purpose.

A quorum for committee meetings shall be at least two members of the Committee.

At the AGM the Group shall elect a representative from the Committee to The Society's Advisory Board. It is expected that this will be the Chairman unless exceptional reasons prevail.

In the event of a vacancy occurring, the Committee may co-opt a member of the Group to serve until the next General Meeting.

The Committee may appoint sub-committees as required. Sub-committees may co-opt members of The Society, who need not be members of the Group, for specific purposes. Members so co-opted have no voting rights.

## 4. General Meetings

The Group's Annual General Meeting shall be normally held within 3 months of the end of The Society's financial year, 31st December.

All officers and committee members shall retire annually at the AGM but may offer themselves for re-election. A member serving as Chairman may serve for up to a maximum of 6 consecutive years: in special circumstances the Group may apply to Council for an extension of this limit.

Written notice of an AGM shall be sent by email, where possible, at least 28 days before the meeting. Letters will be sent to the last known address of those without email, as well as being published on The Society website.

A quorum for an AGM shall be 15 or one third of the membership whichever is less. In the event of the AGM being inquorate it shall be adjourned and reconvened at another time when the attendance at the reconvened Meeting will be deemed to constitute a quorum. The Committee may permit post and/or proxy votes on resolutions specified in the notice of meeting.

An Extraordinary General Meeting may be convened by the Group's Committee, as it considers necessary. An Extraordinary General Meeting must also be convened, within 90 days of receipt by the Secretary, of a requisition signed by at least 25 members or 50% of the Group membership whichever is fewer. Written notice of the EGM shall be sent at least 28 days before the Meeting to each Group member's last known address, as well as being published on The Society website, stating the purpose for which the Meeting is convened. No business other than that specified in the notice may be conducted at the EGM. A quorum shall be 25 members or 50% of the Group membership whichever is fewer. If the Meeting is inquorate it shall not be reconvened without the previous procedure being undergone again and the specified quorum achieved. The Committee may permit post and/or proxy votes on resolutions specified in the notice of meeting.

## 5. Finances

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The committee shall require the treasurer to maintain proper accounting records comprising as a minimum, a record of all cash and bank transactions, a regular bank reconciliation statement, an income and expenditure account and a balance sheet. All supporting vouchers and documentation are to be retained for a period of at least six years.

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records and vouchers kept by the treasurer. Any material inconsistencies should be brought to the attention of the committee and The Society Treasurer. (Please note this is not a requirement of the Society.)

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## Proposed update: RPS Contemporary Group Membership Benefits

Contemporary Photography our quarterly full colour print magazine, containing in-depth articles featuring the work of notable photographers from around the world.

Concept a free bi-monthly e-newsletter, keeping group members up-to-date on events and featuring the work of our members, book reviews and reports on regional group meetings. Available by e-mail and on our website.

Member postal portfolios circulating in UK and Europe

Regular Zoom interviews with notable photographers about their work and practice, open to all

Regional sub-Groups meeting in the South West, East Anglia, the North West, Yorkshire and Scotland

Active Facebook Groups "RPS Contemporary" and "RPS Photobooks" open to all

Active Instagram Group @rpscontemporary open to all

Advice on submissions for Contemporary RPS Distinctions available

## Guidance for contributors to Concept

Concept our bi-monthly e-newsletter seeks to be the best possible showcase for all that the RPS Contemporary Group has to offer.

We attempt to provide a rich variety of content - updates on upcoming events, the work of featured member photographers, regional reports, book reviews, and much else.

Features and reports should be between 300 and 800 words please

Reports of regional meetings should not be in the form of a set of minutes, nor attempt to represent the details of the debate or conversation but rather present the proceedings in summary form

Anything more detailed than this could be re-fashioned instead as a feature or monograph spotlighting the work of a particular photographer or photographers

Documents should be in Word format (doc or docx) and contain no images; pictures as separate jpeg files of 1 to 2 meg, containing no watermarks please

The editor's job is to work with Graphics and Layout to present the text and a selection of the best pictures in the most pleasing and stylish way.

## Guidance for contributors to the Contemporary Photography journal

Contemporary Photography is our quarterly journal aiming to show the best in contemporary photography from around the world in a high-quality print format. Electronic editions are published on the RPS website and on ISSUU, the digital publishing website, a month after printed publication.

Contributions are both invited by the editor and accepted from submissions. If you wish to submit articles for the journal, please send all text and images to the editor. Text should be in Microsoft Word. Images should be submitted in TIFF or high quality JPEGs. Images should be at least 2500 pixels on the longest edge. For other formats or to discuss reproduction, please contact the editor. Large image files may be supplied on disk or memory stick, or by use of on-line file transfer services, such as WeTransfer or Dropbox. Unless requested, disks and memory sticks will not be returned.

Text serves to support the images and, as such, we do not place a maximum or minimum limit on the number of words, although the editor may exercise judgement in the final publication! As guidance, a page of text is about 350-450 words.

Paul Ashley is the journal editor, and Brian Steptoe is responsible for layout and production.