



LINCOLN CAMERA CLUB

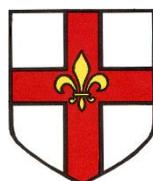
Established 1925 Registered Charity No. 1107903

Members Handbook

2025/26

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Contents

Contact Details	1
Welcome Message.....	2
History of Lincoln Camera Club.....	3
Organisation of Lincoln Camera Club.....	4
The Executive Committee.....	5
Annual General Meetings	6
Membership & subscriptions	7
Personal information & communication.....	8
Benefits of Lincoln Camera Club membership.....	9
Fund raising.....	10
The clubs online presence.....	11
The Programme & Practical Nights	12
Exhibitions, Social Events & Special Interest Groups	13
Internal competitions.....	14
Competition rules	15
Competition specific rules / guidelines	17
Judging	19
External Competitions	20
Folios.....	21
Affiliations & Membership	22
Digital Image Resizing Instructions	24
Recommended Method of Resizing.....	25
Windows 10 / 11 Image Resizing.....	25
Mac OS Resizing	27
ESPO Order Request Form.....	29
LINCOLN CAMERA CLUB CONSITUTION.....	30

Contact Details

Club Postal Address:

Lincoln Camera Club
C/O Red Recruitment 24-7 Ltd
4 Pioneer Way
Doddington Road
Lincoln
LN6 3DH

Website: www.lincolncameraclub.uk

Facebook Page: (Public)

<https://www.facebook.com/lincolncameraclub>

Facebook Group:

www.facebook.com/groups/lincolncameraclub/

Lincoln Camera Club Committee Contact Details

Position	Contact Details
President (Darren Juggins)	president@lincolncameraclub.uk
Secretary (David Davies)	secretary@lincolncameraclub.uk
Treasurer (David Weaver)	treasurer@lincolncameraclub.uk
Programme Secretary (Jorj Malinowski)	programsec@lincolncameraclub.uk
Internal Competition Secretary (David Miller)	intcompsec@lincolncameraclub.uk
External Competition Secretary (Jorj Malinowski)	extcompsec@lincolncameraclub.uk
Website (David Weaver & Bryan Hurt)	media@lincolncameraclub.uk
Newsletter (David Chapman)	lccmail@lincolncameraclub.uk



Welcome Message

Thank you for Choosing Lincoln Camera Club, welcome!

You will find that we are a friendly group of individuals that like to come together over a shared interest in Photography.

We have a healthy membership that ensures most club evenings are lively and packed with joviality with club members sharing their experiences of the week in photography and life in general.

As a Camera Club & Charity we aim to share the collective experience of members as well as reaching out into the local community and beyond.

Our committee work hard to ensure we have a year-round schedule which includes lectures, practical sessions, social events, exhibitions, show & tell evenings as well as hands on experiences.

We also have a Summer BBQ, which is hosted by one of our members along with an event around Christmas time, prior to our short break over the Christmas period.

In 2025, the club celebrating its centenary and all current members in 2024/25 where invited to join in this celebration.

Lincoln Camera Club, is run for and by its members and we will always welcome feedback, suggestions and your involvement in helping to guide the club.

Please enjoy your first meeting as a full member and I hope to see you at many more over the coming years.

Lord Darren Juggins – Camera Club President

10th February 2026

History of Lincoln Camera Club

Lincoln Camera Club is amongst the oldest camera clubs in the UK.

It was officially established in 1925, based around a photographic society that dates back to Victorian times in the City of Lincoln, 2025 will see the club celebrate 100 years.

For many years, it held its meetings in the old YMCA.

In April 1956, it purchased the Methodist Chapel on Well Lane as its new meeting place, this building was used until April 2005.

The building was sold and the club moved to the Lincoln Cathedral Centre and resided there from 2005 to 2018.

In 2005, the club became a registered charity (No. 11077903) and adopted a constitution, which was subsequently updated in 2013 & 2022.

In 2018 due to a change of use for Lincoln Cathedral Centre, the club found itself on the move, this time to its current home in the meeting room owned by Red Recruitment 24/7 Limited, 4 Pioneer Way, Lincoln, LN6 3DH.

Organisation of Lincoln Camera Club

As a registered charity, Lincoln Camera Club is governed by its Constitution, which is included at the back of this handbook and is also available on the club website or from the Charities Commission. At the AGM, the members elect the Executive Committee, which comprises of three honorary officers (President, General Secretary and Treasurer) and up to eight additional members. The roles of the eight committee members are allocated at the first committee meeting.

Executive Committee Position/Role & Responsibilities

Darren Juggins	<ul style="list-style-type: none">• Club President• Membership Secretary (Temporarily)
Jorj Malinowski	<ul style="list-style-type: none">• Programme Secretary• Past President• External Competition Secretary• NEMPF Delegate• Digital and Print Folios• Trustee
David Davies	<ul style="list-style-type: none">• Club Secretary• LPA Minutes Secretary
David Weaver	<ul style="list-style-type: none">• Treasurer• Trustee• LPA Delegate• Refreshments
David Chapman	<ul style="list-style-type: none">• Newsletter• Motorsport Group
David Tabbener	<ul style="list-style-type: none">• Trustee / Committee Member
Andy Antell	<ul style="list-style-type: none">• Committee Member
David Miller	<ul style="list-style-type: none">• Internal Competitions Secretary• Raffle Co-ordinator (Shared with Jeff Gulliver)
Alastair Scammell	<ul style="list-style-type: none">• Churches Project Lead
Bryan Hurt	<ul style="list-style-type: none">• Social Media

Contact details for the Executive Committee can be found on page 1 of this booklet.

The Executive Committee

The Executive Committee meet on the last Wednesday of each month and minutes are available on request from the club secretary and are in pdf format on the website (in a secure / passworded area). If you require the password, please speak to a committee member.

If you would like to submit something for discussion by the committee, please email the Secretary, talk to a Committee Member or use our 'suggestion box'. It can be added to the agenda for discussion.

The Executive Committee may appoint up to three additional co-opted members to help with specific tasks or gain committee meeting experience.

In order to assume the role of President, one must have at least 3 months of committee experience.

The following is a list of members who help the Executive Committee:

Name	Responsibility
Tim Scott	Beginners' Sessions, Club Exhibitions, Auctioneer, Head Chef
Jeff Gulliver	Raffle & Fundraising

All of the committee and its helpers are volunteers.

Unfortunately, the club does not run by itself, the Committee and those who help work extremely hard to ensure the club runs smoothly.

If you would like to join the committee or help out in some way then please speak to any member of the Executive Committee.

Do your part

The Committee do ask for help where possible, particularly for small jobs.

A volunteer to help with refreshments is requested each week and there are a number of other small jobs to go around.

Those who arrive early before 7pm, at club meetings will be expected to help set up for the evening.

Annual General Meetings

The club holds an Annual General Meeting (AGM) usually in May.

This is when the Executive Committee are elected and the reports from the Treasurer and General Secretary are reported to the club.

The AGM is a formal meeting and if any member wishes to raise a point for discussion, or a motion (motions require a proposer and a seconder), then it must be submitted in writing to the General Secretary **21 days** in advance.

Nominations for the Executive Committee must be submitted **14 days** in advance and also require a proposer and seconder.

An Extraordinary General Meeting can be called, with 21 days notice, by the Executive Committee or 10 members of the club stating the business to be discussed.

Two scrutineers are elected towards the start of the meeting. They count the number of members present and determine the majority. Decisions are made by a show of hands counted by the scrutineers. If a majority is determined then the decision is carried, otherwise it fails and is not implemented.

General meetings are chaired by the President and there is no informal discussion, if you wish to speak on any point you must raise your hand and wait to be called.

Membership & subscriptions

The membership fee is due from the **1st September** of each year.

Returning members will pay the full amount. Any membership fees not paid by 30th October will see the member removed from the membership list and placed at the bottom of the waiting list.

The Executive Committee allow visitors new to the club to attend up to four club meetings before payment is due at the discretion of the committee, they may be asked to join sooner.

Every member must fill out a membership form each year and return it with the fee to the Membership Secretary.

We also ask that all taxpayers fill out a gift aid form as well. This allows the club, as a registered charity, to claim back the Income Tax on your membership.

The club operates a sliding scale for those joining at different times of year.

The fees are currently [2025/26]:

- £50 Full
- £80 Joint
- £40 for Concession (in receipt of benefits, such as income support)
- £40 for Junior(s) and applies to members under 18 attending with a parent or guardian

Membership	Full	Concession	Joint	Junior
Rates are set yearly at, or after, AGM.				
1 st September to 31 st March			100%	
1 st April to 31 st August			50%	

For concessions or junior rates to be given evidence will be required as appropriate.

Once you have joined Lincoln Camera Club you will receive your membership card within a few weeks.

If one is deemed to have contributed significantly to the objectives of the charity then the Executive Committee may bestow Honorary Membership, which has no annual fee.

Personal information & communication

Lincoln Camera Club collects and holds some personal information about its members.

This is held and maintained by the Membership Secretary.

The information is kept as securely as possible. If your details change, then please inform the Membership Secretary as soon as possible.

Your information is used to keep you informed by the club, therefore the relevant committee members have access to your name, email and contact number for these eventualities.

Provision of the information is not mandatory, but it may limit your involvement if you choose not to provide it. Upon leaving the club you may request for your information to be removed in writing to the Membership Secretary.

Lincoln Camera Club's primary method of communication outside of club meetings is email. The club emails a monthly newsletter and the occasional update or reminder to all of its members. The newsletter can be printed and given to those without an email address.

The club also posts updates on our Facebook Group. We highly recommend that members visit our Facebook group regularly for the latest news and updates. (Details of which can be found on page 1.)

Benefits of Lincoln Camera Club membership

Lincoln Camera Club Membership offers great value for money, in addition to this we have some arrangements in place which offer members discounts or special pricing.

Discounts

- Upon proof of a valid membership card, the London Camera Exchange in Lincoln may offer a discount on some purchases.

ESPO orders

- As a charity, the club has an account with ESPO and can make purchases on behalf of its members. They have very competitive prices for items such as mountboard, paper, adhesives, ink, etc.

The ESPO catalogue is available on club nights and online at www.espocatalogue.org - please remember the prices shown **do not include VAT**. Orders must be handled through the club and not made direct to ESPO. An Order Form is available at the back of this handbook and should be handed to the Club Secretary.

NOTE: There is a minimum order value of £30 to avoid incurring a delivery charge.

Other special offers / access

The club is always looking for offers and opportunities to access software or training, these will be mentioned at the club meetings, so listen out for them and how to access them at the time.

Fund raising

Lincoln Camera Club is a registered charity and as such organises a small number of fund-raisers throughout the year that help towards the club's running costs.

Raffles

The club runs a weekly raffle, with prizes. All profits made by the raffle are used to buy prizes and cover the cost of our Christmas Social Night.

We may also run special raffles from time to time with larger prizes at the Christmas social.

Mounts

We have pre-cut mounts available in black or white. They are sized

- 20" by 16" (for LPA Competitions)
- 50cm by 40cm for External Competitions,
- Pre-cut aperture sized to approximately 14.75" by 11" / 37cm by 28cm

Both can be purchased from The Competition Secretary and are subject to availability.

The clubs online presence

- **www.lincolncameraclub.uk**

The website has up to date information regarding the club program and competitions, as well as a gallery showing winning images from the competitions. You can also download a copy of the club constitution and the latest competition entry forms.

The webmaster runs the website, for any queries please email **enquiries@lincolncameraclub.uk**.

- **Facebook**

The Facebook Page for the club can be found by searching for:

“Lincoln Camera Club”

This is our customer facing page and will include content that is relevant to attracting new members to the club.

The Facebook Group which can be found by searching for:

“Lincoln Camera Club Members Group (UK)”

This is for club members only and is used for internal communication by the committee and members to each other, allowing the club to share activities as well as other club members being able to showcase or share information with other club members.

To gain access, please request permission from Bryan Hurt (Social Media) in person whilst in the club, once your credentials have been checked and you are confirmed as a member, you will be added.

The Programme & Practical Nights

The club program runs parallel with the calendar year and is not included in this book.

For an up-to-date copy of the programme please see the website:

- www.lincolncameraclub.uk

Lincoln Camera Club hosts a wide-ranging and comprehensive programme of events.

Each month our aim is to include a practical session, a competition and a lecture.

If you have a suggestion for the programme or know of someone you would like to see speak at the club then please email the Programme Secretary.

- programsec@lincolncameraclub.uk

Practical Nights

The club aims to have at least one **'hands on'** session each month.

This could be a trip out to take photos or a practical session led by a club member demonstrating and teaching their method of working.

All levels of photography are catered for; with beginners and more experienced groups often running in parallel.

We encourage all experienced members to run a practical session as often as possible.

Members who attend the (studio) portrait practical sessions are requested to provide at least one high-resolution digital image of each model they photograph.

Additional images and prints are very welcome.

These are passed onto the models as a 'thank you' for their service.

For external practical nights, please remember to bring your camera and make sure you dress appropriately for the weather and temperature.

Exhibitions, Social Events & Special Interest Groups

Exhibitions

The club may host several exhibitions in the year and always holds an Annual Summer Exhibition of Photography in Lincoln Central Library, Free School Lane, at the end of June. Members are encouraged to enter their prints for display.

Advice regarding mount sizes and colours allowed may be obtained from the Exhibition Organiser(s).

Social Events

Lincoln Camera Club is not purely a Camera Club.

Social interaction is important, and the club hosts a number of social events, some of which are open to non-members.

The club's Barbecue Night is open to member's family and friends.

The end of year quiz and Christmas buffet is for members only, it includes a themed quiz with prizes to be won.

Other fun evenings may be arranged at times during the year.

Details will be given in the programme for the year or announced before the meeting in advance of the date.

Special Interest Groups

The club will support any members wishing to start or run a specialist interest group.

If you wish to start a specialist interest group, please see a committee member. An announcement will then be made at club meetings and publicity via emails to all members to help form the group.

Internal competitions

The club hosts up to 11 competitions. The details and entry forms can be found on the website <https://lincolncameraclub.uk/club-competitions>.

Club competitions contribute points to the Lincoln Camera Club Photographer of the Year (POTY).

The winner with the most points has their name engraved on the Tipler Trophy and receives it at the end of the competition year to keep for twelve months.

Points are awarded according to the table below:

1	For every entrant
2	Commended
3	Highly Commended
4	Third Place
5	Second Place
6	First Place

An internal judge, who is excluded from entering the competition they judge, is awarded 5 points for their service.

2026 Competition Schedule

Month	Competition Name
Jan	Minimalist (Prints & PDI)
Feb	Open (Prints & PDI)
Mar	Something Blue (Prints & PDI)
April	Open Panel (PDI Panel of 3)
May	Portraiture (Prints & PDI)
June	Food and Drink (Print & PDI)
Jul	Sports (Prints & PDI)
Aug	Open (PDI)
Sept	Gardens (Print & PDI)
Oct	AI (PDI only) (This competition will not count towards the Annual Tipler Trophy)
Nov	Rose Bowl (Prints – Colour or Monochrome)

Competition rules

1. Images must be entirely produced by the author, use of stock images or images off the internet is not allowed.
2. The maximum number of submissions per competition will be shown on the submission form, as this may alter from competition to competition.

An entry form must be submitted to the Internal Competition Secretary giving your name and the titles of the entries. Titles must be written in your order of preference. If there are too many entries, then the number of entries will be reduced in reverse order of preference starting at the 3rd.

3. The Internal Competition Secretary reserves the right to remove any entry or change your order of preference in the interests of a balanced competition and the sensitivities of the audience.
4. Digital entries must be JPEGs in sRGB colour space sized to a maximum of 1920 pixels width by 1080 pixels height at 300dpi.
5. The title on the entry form must match the title of the digital file, e.g. an entry titled 'The Cat' would be written on the entry form as 'The Cat' and the file name would be 'The Cat.jpg'.
6. Digital entries must be submitted on a USB memory stick only or via email or a file transfer service (such as We Transfer).
7. Print entries must be mounted to a good standard with the maximum allowable mount size being 20" by 16". The image can be any size within the mount.
8. Your print entry must not damage other prints, if it is deemed likely to do so then it will not be entered.
9. You must write the title of your entry on the back of the mount. Please do not write anything on the front of the print mount.
10. For every print entry please submit a digital file according to the rules above. Please add an exclamation mark at the start of the file name, e.g. '**!The Cat.jpg**'.
11. The presentation of your entry will be taken into account by the judge, i.e. the standard of the mounting or the framing of your digital image.

12. The Internal Competition Secretary defines the title of each competition extremely clearly; the images will be judged within the bounds of the title.

Entries deemed to be not fitting with the title may be removed at the discretion of the Internal Competition Secretary or the Judge. This is particularly relevant in the technique and subject orientated competitions, e.g. a long exposure technique competition would not encompass images of objects that had been exposed to the elements for a long period of time (rusty nails or driftwood), as the author has tried to find a loophole which is not in the spirit of learning the technique.

However, this is not the case for all competitions, and some are open for interpretation.

13. There is no limit on the age of images entered into competitions.
14. A winning image (for example – Commended, Highly Commended, 3,2 or 1) may not be submitted into any future club competition other than the Rose Bowl.
15. An image may be submitted into multiple competitions, although we encourage authors to enter new unseen images where possible.
16. Both colour and monochrome images may be submitted for any competition unless otherwise stated.
17. Copies of winning entries will be displayed on the club website, newsletter & Facebook page.

Any entrant who wishes NOT to have their images used in this way should tick the relevant box on the Entry Form.

18. Similarly, winning entries in both PDI and print form may be used in inter-club or LPA competitions. Entrants will be asked for permission before their images are used in this way.
19. Entries must be author's own work and not AI generated.

Competition specific rules / guidelines

Theme Competitions

These competitions focus exclusively on a photographic subject or category such as portraiture or landscape photography. The idea is for authors to improve and undertake some photography in that field. The title is clearly defined and entries that do not fit the title will not be entered. Prints and digital entries are allowed.

Applied Photography

There is possibly up to three competitions in the year: Architecture, Natural History and Monochrome, which have both prints and digital entries.

Built Environment

The Built Environment is the physical makeup of the human-made or modified structures that people use to live, work and play. It includes buildings, roads, bridges, transportation system, open spaces, homes, schools, businesses and support infrastructure like water supply and energy networks. It can range in scale from individual buildings to neighbourhoods and cities.

Nature

Nature covers images covering Natural History / Flora & Fauna, it allows for any plants or animals be it in the wild or cultivated or captive. Natural History & Natural Formations describes firstly strict natural history i.e. wild plants or animals in their natural environment, and secondly, natural landscapes, weather and geological formations.

Monochrome

This competition focuses exclusively on monochrome images and is a replacement for the original 'wet' photography. The idea is for authors to improve and practice their technique in this genre. Images may be tinted in a single colour, such as Sepia, but 'spot colour' is NOT allowed. Both Prints and digital entries [PDI's] are allowed.

Panel PDI Competition

PDI Panel has three different images.

The PDI Panel will be a single frame, no larger than 1920 by 1080, containing three images. The three images must be on a theme of your choosing and must work together to please the viewer.

A Panel can be entirely colour or monochrome, i.e. you cannot have a mixture of both in one panel.

Open Digital Competition

This is a digital only competition with two completely open sections: Basic Editing & Creative.

- Basic Editing covers things such as slight contrast, exposure and colour adjustments, cloning on small sections, and cropping.
- Creative is about discovering new shapes, colours, dynamic range, distortions or a combination of them all. Creative Photography can stimulate you to create impressive imagery which can also be an individual view on reality. The only limit to this kind of photography is your imagination. An image in this section should still have a major photographic element and should not be made exclusively with editing software.

Rose Bowl Print Competition

This is a print only competition and is the last competition in the year.

It is the most prestigious competition throughout the year and the winner will receive the Rose Bowl Trophy to keep for twelve months.

Mount Size

Mount sizes for Internal (LCC) Competitions can be any size up to a maximum of

- 20 inches by 16 inches.

Mounts for Internal Exhibitions

- 20 inches by 16 inches (to fit LPA frames borrowed from LPA)
- 50cm by 40cm (to fit LPA frames borrowed from LPA)

Mounts for Externally organised Exhibitions

- 50cm by 40cm for N&EMPF.

Judging

Club competitions are always judged by experienced judges.

The judge for a competition is organised by the Internal or External Competitions Secretary.

The names of the authors are also kept anonymous from the judge to prevent any preferential bias.

Please bear in mind that judging is not an easy task and is extremely varied.

The comments and winning images chosen always vary from judge to judge.

Remember, although you may not agree with a judge's comments or selection, do not feel disgruntled or upset as another judge would likely be very different.

If you would like to learn to judge, the LPA run judging seminars where there is plenty of advice available.

If you wish to become a judge, please contact the Internal Competitions Secretary who will make the necessary arrangements. We encourage members to take part in judging and joining the LPA or NEMPF registered judges list.

External Competitions

The club participates in a number of external competitions including some of those hosted by the Lincolnshire Photographic Association (LPA) and The North and East Midlands Photographic Federation (NEMPF).

We often enter and organise inter-club competitions / battles which are in addition to LPA & NEMPF competitions.

External competitions often have strict rules regarding entries.

Digital image and print sizes must be exact for the competition or they will not be entered.

The club endeavours to enter external competitions with a comprehensive and competitive selection of members' images. Images are usually selected by a small panel of experienced club members with the External Competition Secretary.

Depending on the number of images the club can submit, an author may get only one or two images in. Please submit all entries to the External Competition Secretary by the deadline specified.

Folios

The club runs both a print and a digital folio.

Each folio member enters one image, which is then commented on by the other folio members.

The idea is to get back constructive comments and advice on your images from fellow members.

This helps folio members gain confidence in their images and encourages them to enter the internal competitions. The folio is passed around the participants on a regular basis and relies on them passing it on within 14 days.

Members who have the folio longer than this may be dropped from the group. Members who are away for long periods should inform the organiser as soon as possible so that the folio can be passed to someone else who is available.

Print Folio

The print folio is organised by Jorj Malinowski and all members are welcome to join.

The print boxes circulate around the folio members, each box should contain three sets of prints, these being new prints for comment at a later date, prints to be commented on when received, and prints which have already been commented on and are ready to be removed by the author.

Digital Folio

The digital folio is also organised by Jorj Malinowski and is open to all but is intended for those who may be less confident or experienced with their images or photographic ability.

This folio runs on a USB memory stick that circulates the folio members.

Comments are made using Microsoft Word.

In order to join this folio, basic IT skills such as file renaming and image sizing are required. Members must pass this folio on within two weeks or they will be removed.

Affiliations & Membership

Lincoln Camera Club is affiliated or a member of the following organisations.

NEMPF – www.nempf.org

The North & East Midlands Photographic Federation covers a huge area – Derbyshire, Lincolnshire and Nottinghamshire and has the majority of camera club and photographic organisation in those areas affiliated.

NEMPF hold a number of events and exhibitions throughout the year. Members are invited and encouraged to enter NEMPF competitions and exhibitions, and to attend events such as the Photographic Weekend or Memorial Lecture.

LPA – www.lincphotoassociation.co.uk

The Lincolnshire Photographic Association encourages inter-club competitions and puts on a number of events in the region including the biennial exhibition. The LPA organise the following annual competitions:

- Inter-Club Print Battles – each club competes three times against another club. Top scorers then compete in the final which is held over one day.
- Digital Battle – a one day inter-club digital images battle.
- Foster Colour Challenge – an inter-club colour print competition.
- Digitally Projected Competition – for individual club members on an open theme.
- Digital AV Competition – for individual club members competing with Audio/Visuals.
- Photographer of the Year (POTY) – for individual club members entering three colour or monochrome prints on a theme.

PAGB – www.thepagb.org.uk

The Photographic Alliance of Great Britain is made up of all 15 regional federations (NEMPF included).

Formed in 1930 to promote and co-ordinate the interests of all Federations and their member organisations.

The Alliance also promotes their own distinctions in photography.

They include:

- **Credit (CPAGB)** where 10 prints or projected images are required to the standard of 'good club photography'.
- **Distinction (DPAGB)** where 15 prints or projected images are required to the standard of 'open exhibition photography'.
- **Master (MPAGB)** where 20 prints or projected images are required to 'the highest standard of UK amateur photography'.

Any member can attempt these prestigious distinctions and Lincoln Camera Club offers support for pursuing these.

FIAP – www.fiap.net/

La Fédération Internationale de l'Art Photographique (or in English the International Federation of Photographic Art) has a similar role but on an international scale. Promoting friendly links between photographers and organisations all over the world. FIAP also have their own distinctions based on acceptances into international exhibitions.

RPS – www.rps.org

The Royal Photographic Society offers an extensive program of events across the UK. The RPS photographic distinctions are as follows:

- Licentiate (LRPS)
- Associateship (ARPS)
- Fellowship (FRPS)

These can be attained through submission of images, attainment of qualifications and significant contribution to the science and art of photography.

Digital Image Resizing Instructions

The purpose of these instructions is to provide the reader with an understanding of resizing and a working method that they can follow.

The Purpose of Resizing

Resizing images is essential for competitions and entries for other purposes. The benefits and reasons for it are:

- Small file size allows entries to be submitted over email.
- The judge is viewing the same quality resolution for all images.
- The resolution of the camera used to take the image becomes less important. This helps bridge the gap of different equipment.

An Important Convention

When stating the dimensions, it is always measured in pixels with the width first followed by the height.

- 1920 x 1080 means 1920 pixels width and 1080 pixels height.
- The Resolution should be 300dpi
- The Colour space needs to be sRGB (This is what the competition software uses)

The Meaning

The dimensions are literally the number of pixels of the screen or projector that will be used.



Recommended Method of Resizing

The following describes one method of resizing an image for Lincoln Camera Club's competitions, but the method applies to all competitions.

We recommend this method. However, as long as the final result is the same, it does not matter how you do it.

Windows 10 / 11 Image Resizing

1. Double Click on the image file you wish to resize.
2. You should then see it appear in a window on the screen.

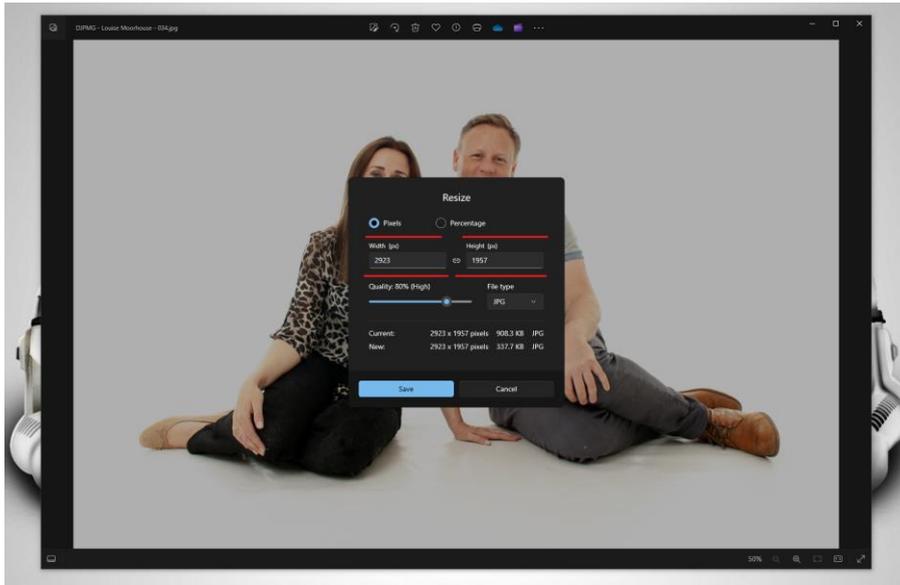


3. Now select the three dots on the right of the top menu.

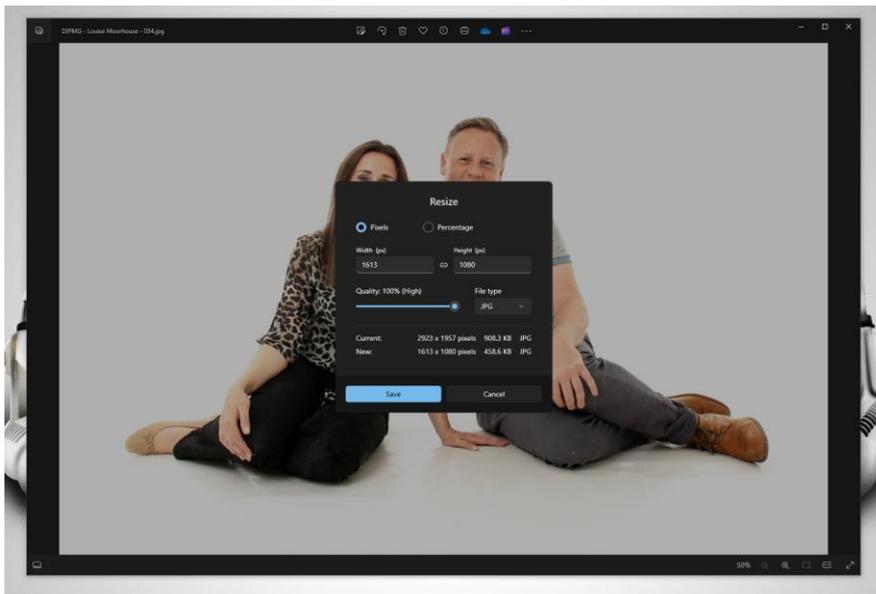


4. The Menu will now appear, you want to select, resize.

5. As you can see from this image, the pixel count is 2923 width & 1957 Height.



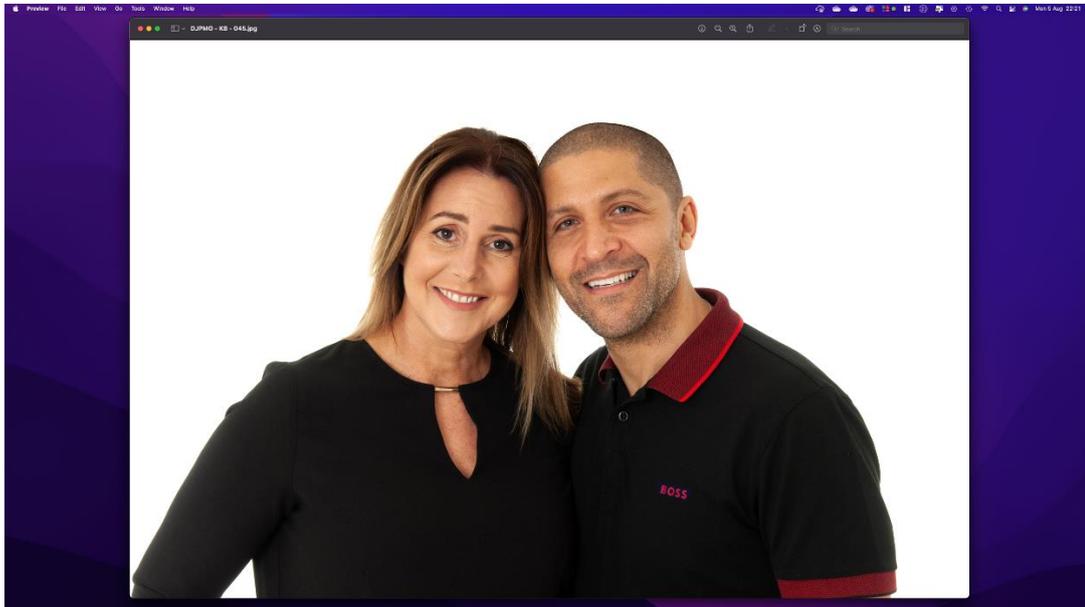
6. Amend the height to 1080 and the width will adjust automatically because it is linked. In this case it reduces the width to 1613 and the height to 1080. Finally set the quality to 100% and File type should be set to JPG.



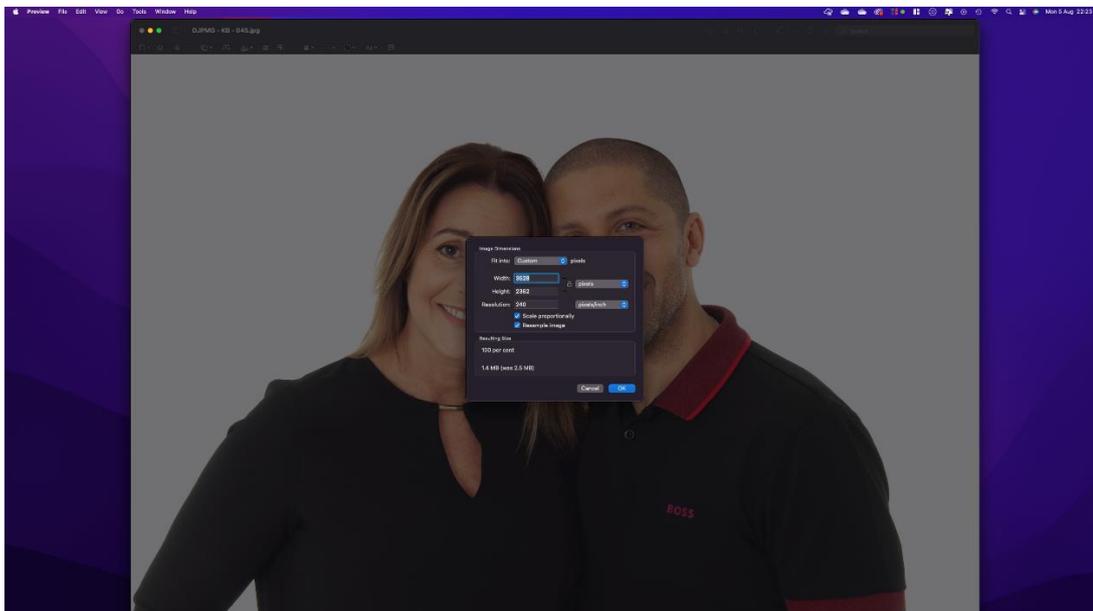
7. Finally, press the Save button, this will then take you to the "Save As" menu, from here you can choose the location and amend the name of the file you wish to save, ready for submission to the competition.

Mac OS Resizing

1. Copy / duplicate the image(s) you wish to resize and place them in a new folder, this way you leave the original images alone.
2. Now, select your first image you wish to resize and double click the image to bring it up in “preview”.

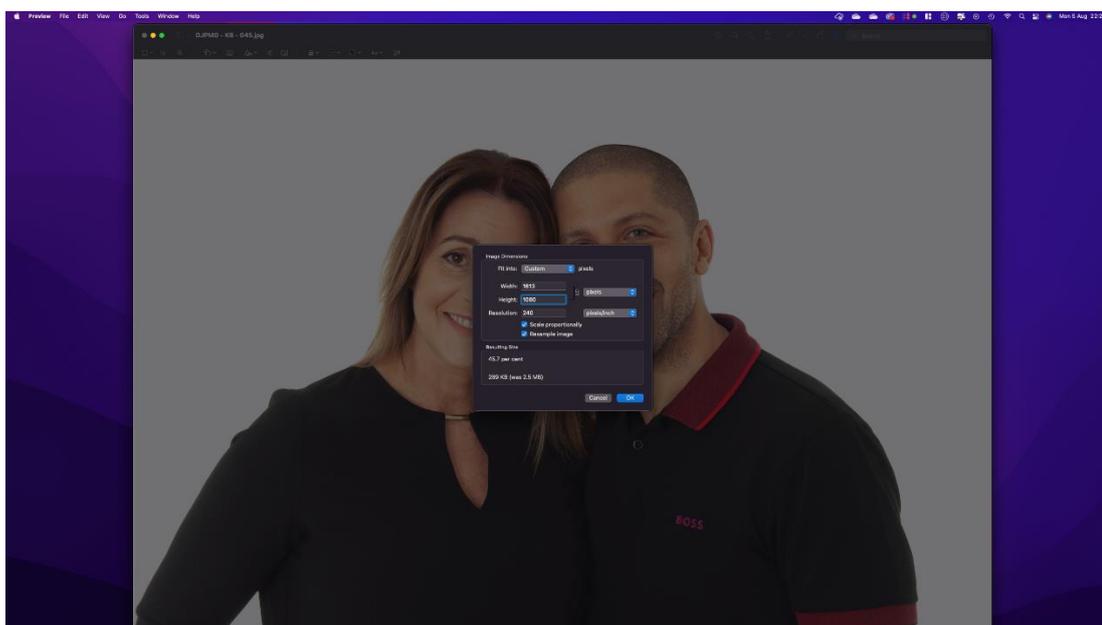


3. Now Select Tools, then select, Adjust size, you will then see a similar screen as below.



4. Next, adjust the height on this image, which will be 1080 pixels.

5. You will now, see the width change accordingly as the height & width are locked together. Once you press OK, the file will amend to your new height. ***This is why it is important to duplicate the images you wish to use first before amending them for competition sizing.***



LINCOLN CAMERA CLUB CONSITUTION

Originally adopted on 5th January 2005.

Revised on 28th May 2013. Revised on 7th June 2022.

1. Name

The name of the association is Lincoln Camera Club (Lincoln Camera Club is Registered Charity Number 1107903).

2. Objects

Lincoln Camera Club's objects ("the Objects") are to advance the education of photography primarily in the city of Lincoln by the provision of lectures, workshops, open days and exhibitions in photography.

3. Administration

Subject to the matters set out below Lincoln Camera Club and its property shall be administered and managed in accordance with this constitution by the members of the Executive Committee, constituted by clause 7 of this constitution ("the Executive Committee").

4. Powers

In furtherance of the Objects but not otherwise the Executive Committee may exercise the following powers:

- (i) Power to raise funds and to invite and receive contributions provided that in raising funds the Executive Committee shall not undertake any substantial permanent trading activities and shall conform to any relevant law
- (ii) Power to buy, take on lease or exchange any property necessary for the achievement of objects and to maintain and equip it for use
- (iii) Power subject to any consents required by law to sell lease or dispose of all or any part of the property of Lincoln Camera Club
- (iv) Power subject to any consents required by law to borrow money and to charge all or any part of the property of Lincoln Camera Club with repayment of money borrowed

Power to co-operate with other charities, voluntary bodies and statutory
- (v) authorities operating in furtherance of the Objects or of similar charitable purposes and to exchange information and advice with them
- (vi) Power to establish or support any charitable trusts, associations or institutions formed for all or any of the Objects

- (vii) Power to appoint and constitute such advisory committees as the Executive Committee may think fit
- (viii) Power to do all such lawful things necessary for the achievement of the Objects

5. Membership

1. Membership of Lincoln Camera Club is open to all members of the public regardless of sex, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. Those under the age of 18 are only eligible for junior membership set out in sub-clause 3 section iv.
2. The Executive Committee may permit a person, who has not previously joined the club, to attend up to 4 club meetings before payment for membership is due.
3. Membership of Lincoln Camera Club is in one of four classes:
 - i. Member – those over the age of 18 years. Concessions are available for students and those on income support.
 - ii. Joint Member – for two people living at the same address.
 - iii. Honorary Member – those deemed by the Executive Committee to have made a distinguished contribution to the Objects of Lincoln Camera Club.
 - iv. Junior Member – those under the age of 18 years. Junior membership

must be linked to the membership of a parent or appointed guardian who accepts responsibility for the minor.
4. All membership applicants must fill out an entry form stating their full name and address. Members must inform the Executive Committee in writing of any changes of their personal information listed above as soon as possible. All personal information will be held and processed by the Executive Committee in accordance with the Data Protection Act 1998.

5. All membership classes will pay an annual non-refundable fee as decided at the Annual General Meeting. Payment is due on the 1st September of each year; after which a person's membership expires until paid.
6. The Executive Committee may allow a member of the previous membership year to attend the club meetings up to 30th October with the intention of renewing their membership through payment of the annual fee. Those who remain in arrears after this date will need to reapply for membership and are required to pay their membership fee immediately upon their return.
7. As of 30th October those who are still in arrears will be informed that their membership has expired and any electronically held personal information about them will be deleted.
8. Only members are permitted the rights and privileges associated with membership of Lincoln Camera Club.
9. Every member, joint member and honorary member shall have one vote on matters raised at the annual general meeting or a extraordinary general meeting. Junior members are not entitled to vote.
10. The Executive Committee may by majority vote refuse or terminate the membership of any individual for good reason. A paid up member has the right, should they wish, to be heard by the Executive Committee, accompanied by another club member as a witness, before a final decision is made. Reasons for refusal or termination of membership may include but are not limited to:
 - (i) Disruption at club meetings
 - (ii) Any form of bullying or intimidation
 - (iii) Character or conduct likely to bring the club into disrepute
 - (iv) Unreasonable behaviour
 - (v) Any unlawful action

Once a decision is made by the Executive Committee the affected person must be given written notice stating the reason(s) for terminating or refusing their membership.

11. The Executive Committee have a responsibility to protect the interests and welfare of Lincoln Camera Club and its members. Any member found to be damaging to those interests is likely to have their membership refused or terminated according to the above clause.

6. Honorary Officers

At the annual general meeting of Lincoln Camera Club the members shall elect from amongst themselves a President, a Secretary and a Treasurer, who shall hold office from the conclusion of that meeting.

7. Executive Committee

1. The Executive Committee shall consist of not less than 4 members nor more than 11 members being:
 - (i) The honorary officers specified in the preceding clause
 - (ii) Not less than 1 and not more than 8 members elected at the annual general meeting who shall hold office from the conclusion of that meeting
2. The Executive Committee may in addition appoint up to 3 co-opted members. The appointment of a co-opted member shall be made at a meeting of the Executive Committee called under clause 10 and shall take effect from the end of that meeting unless the appointment is to fill a place which has not then been vacated in which case the appointment shall run from the date when the post becomes vacant.
3. All the members of the Executive Committee shall retire from office together at the end of the annual general meeting next after the date on which they come into office but they may be re-elected or re-appointed.
4. The proceedings of the Executive Committee shall not be invalidated by any vacancies among their number or by any failure to appoint or any defect in the appointment or qualification of a member.
5. Nobody shall be appointed as a member of the Executive Committee who is aged under 18 or who would if appointed be disqualified under the provisions of the following clause
6. No person shall be entitled to act as a member of the Executive Committee whether on a first or on any subsequent entry into office until after the signing of the minute book of the Executive Committee a declaration of acceptance and willingness to act in the interests of Lincoln Camera Club.

8. Determination of Membership of Executive Committee

A member of the Executive Committee shall cease to hold office according to the following:

- I. They are disqualified from acting as a member of the Executive Committee by virtue of section 72 of the Charities Act 1993 (or any statutory re-enactment or modification of that provision)
- II. They become incapable by reason of mental disorder, illness or injury of managing and administering their own affairs
- III. They are absent without good reason from the majority of the committee meetings or club meetings held over a twelve month period
- IV. They have their membership terminated or refused according to clause 5 sub- clause 10
- V. They notify the Executive Committee a wish to resign (but only if at least three members of the Executive Committee will remain in office when the resignation is to take effect)

9. Executive Committee Members not to be personally interested

No member of the Executive Committee shall acquire any interest in property belonging to Lincoln Camera Club (otherwise than as a trustee for Lincoln Camera Club) or receive remuneration or be interested otherwise than as a member of the Executive Committee) in any contract entered into by the Executive Committee.

10. Meetings and proceedings of the Executive Committee

1. The Executive Committee shall hold at least two committee meetings each year. A special meeting may be called at any time by the President or by any two members of the Executive Committee upon not less than 4 days notice being given in writing or email to the other members of the Executive Committee of the matters to be discussed.
2. The President shall act as chairman at meetings of the Executive Committee. If the chairman is absent from any meeting the members of the Executive Committee present shall choose one of their number to be chairman of the meeting before any business is transacted.
3. There shall be a quorum when at least one third of the number of members of the Executive Committee for the time being or three members of the Executive Committee, whichever is greater, are present at a meeting, one of whom must be an honorary officer.
4. Every matter shall be determined by a majority of votes of the members of the Executive Committee voting on the question but in the case of equality of votes the chairman of the meeting shall have a second or

casting vote. Co-opted committee members are not entitled to vote. Abstentions are not to be counted as votes in the case of determining a majority. For example, if there are 3 votes for, 4 abstentions and 2 against then the motion would be passed as a majority of 3 for and 2 against.

5. The Executive Committee shall keep minutes, in books kept for the purpose, of the proceedings at meetings of the Executive Committee and any sub-committee.
6. The Executive Committee may from time to time make and alter rules for the conduct of their business, the summoning and conduct of their meetings and the custody of documents. No rule may be made which is inconsistent with this constitution.
7. The Executive Committee may appoint one or more sub-committees consisting of three or more members of the Executive Committee for the purpose of making any inquiry or supervising or performing any function or duty which in the opinion of the Executive Committee would be more conveniently undertaken or carried out by a sub-committee: provided that all acts and proceedings of any such sub-committee shall be fully and promptly reported to the Executive Committee.

11. Annual General Meeting

1. There shall be an annual general meeting of Lincoln Camera Club which is to be held in the month of May each year or as soon as practicable thereafter.
2. Every annual general meeting shall be called by the Executive Committee. The secretary shall give at least 21 days' notice of the annual general meeting to all members of Lincoln Camera Club. All Members, Joint Members and Honorary Members of Lincoln Camera Club shall be entitled to attend and vote at the meeting.
3. The Executive Committee shall present to each annual general meeting the reports and accounts of Lincoln Camera Club for the preceding year.
4. Nominations for election to the Executive Committee must be made by members of Lincoln Camera Club in writing to the general secretary at least 14 days before the annual general meeting. Should nominations exceed vacancies, election shall be by ballot.

12.Extraordinary General Meetings

The Executive Committee may call a extraordinary general meeting of Lincoln Camera Club at any time. If at least ten club members request such a meeting in writing stating the business to be considered the secretary shall call such a meeting. At least 21 days' notice must be given. The notice must state the business to be discussed.

13.Procedure at General Meetings

1. The secretary or other person specially appointed by the Executive Committee shall keep a full record of proceedings at every general meeting of Lincoln Camera Club.
2. There shall be a quorum when at least one tenth of the number of members of Lincoln Camera Club for the time being or ten members of Lincoln Camera Club, whichever is greater, are present at any general meeting.
3. The President shall chair any general meeting. If the President is absent, then the Executive Committee will by majority vote choose one of their own to chair the meeting.
4. Decisions shall be by majority vote through a show of hands that must be counted by at least two separate members (scrutineers), unless otherwise stated.

14.Receipts and Expenditure

1. The funds of Lincoln Camera Club, including all donations contributions and bequests, shall be paid into an account operated by the Executive Committee in the name of Lincoln Camera Club at such a bank as the Executive Committee shall from time to time decide. All cheques drawn on the account must be signed by at least two of the signatories nominated by the Executive Committee.
2. The funds belonging to Lincoln Camera Club shall be applied only in furthering the Objects.

15. Property

1. Subject to the provisions of sub-clause (2) of this clause, the Executive Committee shall cause the title to:
 - I. all land held by or in trust for Lincoln Camera Club which is not vested in the Official Custodian for the Charities; or
 - II. all investments held by or on behalf of Lincoln Camera Clubto be vested either in a corporation entitled to act as custodian or in not less than three individuals appointed by them as holding trustees. Holding trustees may be removed by the Executive Committee at their pleasure and shall act in accordance with the lawful directions of the Executive Committee, the holding trustees shall not be liable for the acts and defaults of its members.
2. If a corporation entitled to act as custodian trustee has not been appointed to hold the property of Lincoln Camera Club, the Executive Committee may permit any investments held by or in trust for Lincoln Camera Club to be held in the name of a clearing bank, trust corporation or any stockbroking company which is a member of the International Stock Exchange (or any subsidiary of any such stockbroking company) as nominee subject to reasonable and proper remuneration for acting as such.

16. Accounts

The Executive Committee shall comply with their obligations under the Charities Act 1993 (or any statutory re-enactment or Modification of the Act) with regard to:

- I. The keeping of accounting records for Lincoln Camera Club
- II. The preparation of annual statements of account for Lincoln Camera Club
- III. The auditing or independent examination of the statements of account of Lincoln Camera Club
- IV. The transmission of the statements of account of Lincoln Camera Club to the Commission

17. Annual Report

The Executive Committee shall comply with their obligations under the Charities Act 1993 (or any statutory re-enactment or modification of that Act) with regard to the preparation of a return and its transmission to the Commission.

18. Annual Return

The Executive Committee shall comply with their obligations under the Charities Act 1993 (or any statutory re-enactment or modification of that Act) with regard to the preparation of an annual return and its transmission to the Commission.

19. Notices

Any notice required to be served on any member of Lincoln Camera Club shall be in writing and shall be served by the secretary or the Executive Committee on any member either personally or by sending it through the post in a prepaid letter addressed to such member at his or her last known address in the United Kingdom, and any letter sent shall be deemed to have been received within 10 days of posting.

20. Alterations to the Constitution

1. Subject to the following provisions of this clause the Constitution may be altered by a resolution passed by not less than two thirds of the members present and voting at a general meeting. The notice of a general meeting must include notice of the resolution setting out the terms of the alterations proposed.
2. No amendment may be made to clause 1 (the name of the charity clause), clause 2 (the Objects clause), clause 9 (Executive Committee members not to be personally interested clause), clause 20 (the dissolution clause) or this clause without the prior consent in writing of the Commissioners.
3. No amendment may be made which would have the effect of making Lincoln Camera Club cease to be a charity at law.
4. The Executive Committee should promptly send to the Commission a copy of any amendment made under this clause.

20. Dissolution

If the Executive Committee decides that it is necessary or advisable to dissolve Lincoln Camera Club it shall call a meeting of all members of Lincoln Camera Club, of which not less than 21 days' notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting the Executive Committee shall have power to realise assets held by or on behalf of Lincoln Camera Club.

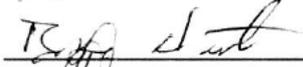
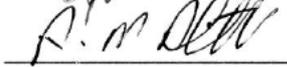
Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the Objects of Lincoln Camera Club as the members of Lincoln Camera Club may determine or failing that shall be applied for some other charitable purpose. A copy of the account and statement, for the final accounting period of Lincoln Camera Club must be sent to the Commission.

21. Adoption

This constitution was adopted on the date at the top of this document by the Executive Committee at that time whose signatures appear below.

President:	Secretary:	Treasurer:
Jorj Malinowski	David Davies	David Weaver
		

Executive Committee

Steve Percival	
David Tabberner	
Dawn McCall	
Alastair Scammell	
Bryan Hurd	
David Chapman:	
Andy Antell	
Wayne Waite	