

OREGON PROFESSIONAL PHOTOGRAPHERS ASSOCIATION, INC

An Oregon Nonprofit Corporation



POLICIES

**Revised and Adopted:
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Chapter I - Purpose and Objectives

1. Oregon Professional Photographers Association, exists to assist its Members achieve their professional, artistic, and fraternal goals; promote public awareness of the profession; and to advance the making of images in all of its disciplines as an art, a science, and a visual recorder of history.
2. OPPOA:
 - a. Offers workshops and other education to help Members become better photographers
 - b. Provides resources for our members to develop sustainable, profitable and ethical photography businesses
 - c. Hosts image competitions to provide constructive, educational feedback to improve our Members' skill as image makers
 - d. Offers social gatherings for photographers to network and build camaraderie
3. To engage in any lawful act, none of which are for profit, for which corporations may be organized pursuant to Chapter 65 of Oregon Revised Statutes as a Mutual Benefit Corporation.

Chapter II - Code of Ethics

1. As a requirement for membership in this Association, all members shall:
 - a. Conduct themselves with honesty, professionalism and integrity in their interactions with fellow members and the general public.
 - b. Conduct marketing and other business practices in compliance with all applicable local, state, and federal laws and regulations.
 - c. Strive to share their knowledge and skill of professional image making with students and colleagues.
2. The Secretary shall ensure that all members are provided with a copy of the Code of Ethics annually.

Chapter III - Membership and Membership Services

Section 1 - Eligibility and Termination

1. Whenever in the bylaws the terms "Member", "Active Member", "Active Members", or "Members" are used, it shall be interpreted as meaning Members in good standing, regardless of classification.

2. The classifications of membership are:
 - a. Active Member (OPPA Membership) shall mean any individual, whether hobbyist or professional, that has agreed to and acknowledged a copy of the Code of Ethics. Active Members receive one banquet ticket with their membership.
 - b. Student Member – a student with Proof of enrollment. Student Members do not carry voting rights and do not receive a banquet ticket with membership.
 - c. Life Member shall meet the following criteria:
 - i. A person who has been a Member of this Association (or PPO/PMPA) for ten (10) consecutive years or more, and who have accumulated a total of 95 qualifying years. One qualifying year is awarded for each year of membership and each year of age.
 - ii. Who holds a recognized degree from PPA or OPPA/PPO/PMPA or who is a Past President of this Association.
 - iii. Who has applied for and has been approved for such membership by the Board of Directors.
3. Approval procedure of prospective members:
 - a. Upon submission of the application, the Member Value Director shall review the profile and payment of the applicant.
4. Termination of Membership:
 - a. Any Member wishing to resign may cancel the auto renewal of their membership dues and request a refund within one month of their renewal date. Such resignation shall not relieve the Member of the obligation to pay any dues, assessments or other charges previously accrued.
 - b. The Board of Directors, upon recommendation of the Bylaws, Rules and Ethics Committee, may discipline, suspend or terminate any Member for violation of this Association's Code of Ethics or for other just cause.
5. Use of the Association Logo, Degrees, and Medals
 - a. Only Members in good standing who meet prescribed requirements for membership may display the Seal, Logo and other types of insignias and membership identification of this Association.
 - b. The Seal, Logo and other types of insignias and membership identification of this Association are protected by Trademark, and shall not be altered when used or displayed.

- c. The Association expressly prohibits any person who does not meet the prescribed requirements for membership, or whose membership has expired or been rescinded, from identifying themselves as a member of the Association or using or displaying the Seal, Logo and other types of insignias of the Association. Violators of this prohibition may be subject to legal or other action by the Association.
- d. Any Member or former Member in good standing may continue to display and use the degrees they have earned even after they cease to be a Member of this Association.

Section 2 - Meetings of the Membership

- 1. Monthly Meetings: Each year the Board of Directors shall establish a regular schedule of member meetings, occurring approximately once each month, and may amend this schedule from time to time at the discretion of the Board of Directors.
- 2. Annual Membership Meeting: Each year the Board of Directors shall set a date in or around the month of October for an annual membership meeting in accordance with the Association’s Bylaws. The Annual meeting will be run by the President with the Secretary taking official minutes that shall be approved by the Board of Directors and attached to the minutes of the next meeting of the Board of Directors.
- 3. Special Membership Meetings: Special membership meetings may be called from time to time at the discretion of the Board of Directors in accordance with the Association’s Bylaws. The Board of Directors should strive to hold special meetings in conjunction with scheduled monthly meetings when possible.

Section 3 - Dues and Fees

- 1. Membership Dues

Active Member - Auto Renewal* *An additional \$15 fee will be assessed to those Members who choose to opt-out of auto renewal membership	\$85
Student Member	\$ 25
Life Member	\$0

- 2. Fees for Workshops and similar events are established by the Education Director based upon the cost of production for each event. The Education Director may restrict participation of any event to Members of the Association or establish a higher fee for non-members.
 - a. Participants who register at least 30 days before the event may receive an early-bird discount from the registration fee in an amount to be determined by the Education Director.

- b. If fewer than the minimum number of participants have registered, the event may be canceled at the discretion of the Education Director.
- c. Members of Professional Photographers of America and organizations with which the Association has a reciprocal agreement are extended the “Member” rate.
- d. The Education Director may waive the attendance fee for one Association Member per event where such Member serves as a coordinator or fulfills another substantial management role necessary to ensure the success of the event.
- e. If a non-member attends an OPPA event and pays a higher (non-member) price than a Member would pay, and then joins OPPA within 5 days of the event, the Member will receive a refund of the difference between the Member and non-member event price.
- f. One complimentary registration shall be offered to the owner of a venue where a workshop or similar event is held at no cost to the Association. The complimentary registration shall include covering the cost of the PPA Continuing Education merit fee.

Section 4 - Workshop Refunds

1. Beginning 10 days prior to the event, the Education Director or President may authorize a refund only in the case of a medical or family emergency. Refund requests must be made in writing to the Education Director within 2 weeks after the event.

Section 5 - Sponsorships

1. Affiliate Supporter
 - Provide \$750 of in-kind products or services donated annually
 - Receive Sponsor page listing
 - Ability to send out one email per month with offers
2. Annual Partnership
 - \$550
 - Logo on OPPA homepage with link
 - Listed as featured organization partner
 - Ability to post non-OPPA sponsored events on OPPA Facebook page
 - Sponsor table at monthly meetings (when given at least one month’s notice)
3. Event Sponsorships
 - Standard sponsorship - \$400
 - i. Text mention/link in event related communications
 - ii. One ticket to the event
 - iii. Option to hand out a brochure/flyer to attendees
 - Premier Sponsorship - Exclusive - \$750:
 - i. Text mention/link in event related communications
 - ii. Three tickets to the event Display table at event

- iii. Option to hand out a brochure/flyer and SWAG to attendees
- Banquet Sponsorship - \$2000 to host
 - i. Six banquet tickets
 - ii. Display table in banquet hall
 - iii. Logo on all banquet communications
 - iv. Introduction to attendees
 - v. Annual partnership for following year

Chapter IV - Board of Directors (the “Board”)

1. Eligibility. To be eligibility for Office or Board Membership, an individual must:
 - a. be an Active Member of the Association,
 - b. possess an understanding of the business of photography and the responsibilities of participation in a non-profit Board of Directors,
 - c. meet the nominating requirements outlined in the Candidates Packet, and
 - d. meet the term limit requirements established by the Association’s Bylaws or by the Board.
2. Term Limits: An individual may serve a maximum of two consecutive two-year terms as the Chair of any one Committee or Office. Additional two-year terms may be served at the approval of the Board.
3. Staggered Elections. In accord with the Association’s Bylaws, Board members serving two-year terms will be elected in staggered groups to promote continuity.

GROUP A: Marketing and Communications, Treasurer, Secretary, Member Value

GROUP B: Bylaws, Rules and Ethics, Education, Competition, Director at Large

4. Nominating Committee.
 - a. The Vice President shall chair a Nominating Committee and shall, at a meeting of the Board during the month of June, recommend to the Board for approval a committee of at least 2 additional individuals, at least one of which is not currently serving as a member of the Board of Directors.
 - b. The Nominating Committee shall:
 - i. notify Members on or before the first week of July that nominations are open and that nominations must be received by August 1st,
 - ii. determine if existing Officers and Directors and Committee Chairs desire to return to their position,

- iii. recruit potential candidates and obtain the candidate's consent before the candidate's name may be placed in nomination,
 - iv. secure the endorsement and signatures of at least three current Association Members for each candidate,
 - v. regularly update and act with transparency to the Board of Directors throughout the nominating process,
 - vi. present their recommendations to the Board for approval one month prior to the date of the Annual Membership Meeting along with a candidate statement and endorsement signatures for each candidate.
- c. The Board may approve the Nominating Committee's recommendation and thereby recommend the candidates to the membership for election. Or, the Board may ask the Committee for additional nominees and set a special meeting of the Board as necessary to meet the ballot deadline.

5. Board of Director Elections.

- a. Board Elections shall be held online, prior to that Annual Membership Meeting, and in person at the Annual Membership Meeting.
 - i. **Electronic Ballot Deadline.** Active Members shall be sent a ballot and a copy of the candidate statements by email, or to the mailing address on file for members with no valid email, at least 5 days prior to the date of the Annual Membership Meeting.
 - ii. **Voting.** Voting will commence immediately upon a Member's receipt of an electronic ballot. Alternatively, a written ballot may be submitted in person at the Annual Membership Meeting beginning immediately after the Call to Order. Polls for both electronic and written ballots will remain open for at least one hour after the Call to Order and until the polls are closed by the presiding officer.
- b. Only Active Members, whose dues are current, may vote for the business of the Association. Active Members may be asked for identification.
- c. Nominations from the floor of the Annual Membership Meeting are allowed and can be written in on the ballot.
- d. Voting is monitored by an Election Committee comprised of the Vice President, Secretary and Bylaws, Rules & Ethics Director.
- e. Ballots are counted by the Election Committee and recorded by the Secretary.
- f. Results of the vote shall be announced to the membership on or before the next regular membership meeting following the election.

6. Executive Committee. The Executive Committee shall be delegated the power to:

- a. Act for the Association in situations when convening the entire Board is impossible or impractical. All actions of the Executive Committee must be reported to the Board at the next Board meeting immediately following the action taken.

- b. Investigate, plan and submit recommendations to the Board related to the business of the Association.
 - c. Review the agenda for each Board meeting and make recommendations for changes and additions.
 - d. All contracts binding the Association shall be approved and signed by the President, who may, at the President's discretion, establish a process for seeking review and advice about proposed contracts from additional officers or Association leaders.
7. Duties of Directors. The Directors of the Association shall, in addition to those duties specified in the Bylaws:
- a. Oversee the business of the Association.
 - b. Conduct themselves in a professional manner during the Board and membership meetings.
 - c. Attendance and Participation:
 - i. Each member of the Board is expected to attend and participate at each meeting of the Board and notify the President in advance of absence.
 - ii. Each Member of the Board is expected to attend a Board planning retreat.
 - d. Serve as chairpersons to Standing Committees and prepare monthly reports of activities of their Committees
8. Meetings of the Board.
- a. Regular Meetings. The Board of Directors will meet approximately monthly in accordance with a schedule established by the Board, for the purpose of conducting the business of the Association. Members of the Board shall be provided with at least 10 days notice of the time and location of each regular meeting of the Board.
 - b. Choice of Forum. The forum of choice for the Association is an in-person meeting of the Board and its Committees; however, the Board or its Committees may meet or take action using electronic means by the Board or its Committees in lieu of in-person meetings in accordance with the laws of the State of Oregon.
 - c. Quorum. The Board may conduct matters of business with a quorum of Directors. A quorum is a majority of all Board Members in good standing, defined as 50% plus one.
 - d. Cancellations and Rescheduling. Monthly Board Meetings may be canceled or rescheduled at the discretion of the President who should provide a minimum of 48 hours' notice of the cancellation, except when urgency precludes such notice.
 - e. Special Meetings of the Board. A Special Board Meeting may be called at the discretion of the President or the Executive Committee in accord with the Association's Bylaws.

- f. Agendas. The President shall set the agenda for each meeting of the Board with the advice of the Executive Committee. The President may at his or her discretion alter the agenda upon request of any member of the Board. An alternative agenda may be adopted by a majority vote of the Board.
 - g. President as Presiding Officer. As Presiding Officer in Board meetings, the President is a non-voting Member of the Board of Directors except when necessary to break a tie or when the President's vote is needed to constitute a quorum. The President may cede the gavel to another Officer to put forth a motion or vote on a motion as necessary.
9. Each Board Member will have a responsibility to Chair a Board Committee and additionally be invited to serve as a Member of other Committees as fitting.
- a. Therefore the Board shall be comprised as follows:
 - i. Officers
 - 1. President
 - 2. Vice President
 - 3. Secretary
 - 4. Treasurer
 - 5. Immediate Past President
 - ii. Directors (Functional areas of responsibility)
 - 1. Education
 - 2. Member Value
 - 3. Bylaws, Rules & Ethics
 - 4. Competition
 - 5. Marketing/Communications
 - 6. Director at Large
 - b. Vacancies.
 - i. In the case of a vacancy on the Board of Directors, or if a Director chooses to abdicate their functional area of responsibility, the Board of Directors may fill the vacancy or leave a non-Officer position vacant until the end of the Director's term of office.
 - ii. In the case of the resignation of the Immediate Past President, the Board may choose to leave this position vacant or fill the position with a Director at Large for the duration of the vacated term.
 - iii. If a Director abdicates their functional area of responsibility, the Board may appoint another Director or a Non-Director to provide the desired function for the duration of the Director's term of office.
10. Conflicts of Interest and Duties of Confidentiality. The Board shall adopt policies related to Board Member conflicts of interest and duties of confidentiality and the Secretary shall require

and obtain a written acknowledgment of such policies from each member of the Board of Directors annually.

Chapter V - Committees of the Association

1. There shall be two classifications of Committees:
 - a. Ad Hoc Committees. Ad hoc committees are temporary committees created for a one-time, close-ended purpose or function. Ad hoc committee chairs may be appointed by the President or the Board and serve for the duration for which the ad hoc committee was created. Any member of the Association in good standing may be appointed to ad hoc committees, which are non-voting, non-board positions.
 - b. Standing Committees. Standing committees are created to address the day-to-day operation of the Association. Any Member of the Association (in good standing) may be appointed to any Committee except the Executive Committee. The Board has established the following standing committees:
 - i. Executive Committee
 1. President (Chair)
 2. Vice President
 3. Secretary
 4. Treasurer
 5. Immediate Past President
 - ii. Finance Committee
 - iii. Member Value Committee
 - iv. Marketing/Communications Committee
 - v. Education Committee
 - vi. Awards Committee—Chaired by the Awards, Points & Degrees Chair (Board liaison is Member Value Director)
 - vii. Competition Committee
 - viii. Luminate Committee—Chaired by the Vice President, supported by Competition and Education Directors.
 - ix. Social Committee (Board liaison is Member Value Director)
 - x. Mentor Oversight Committee (Board liaison is President)
 - xi. Juror Oversight Committee (Board liaison is Competition Director)

1. Members of the Juror Oversight Committee (JOC) must have their PPA Masters Degree and OPPA Fellowship Degrees.
2. The Juror Oversight Committee (JOC) shall consist of a maximum of 5 members: 4 committee members + 1 Chairperson.

xii. Technology Committee

2. Committee Chairpersons shall fulfill the duties of their Job Descriptions established by the Board.

Chapter VI - Financial Matters

1. Handling of Funds:

- a. The Treasurer shall have the authority to review all bills presented for payment by the Association and be satisfied that they are in accordance with provisions of the annual budget. The Treasurer shall supervise preparation of the budget and custody of the funds of this Association and provide monthly financial reports to the Board.
- b. Each year the Immediate Past President, on behalf of the Board of Directors, shall retain and coordinate the services of a qualified third-party auditor who shall review the Association's books and financial practices.
- c. All expenses incurred by Officers or Members of Committees actively engaged in the business of this Association and provided for in the annual budget or otherwise authorized by the Board shall be defrayed by this Association upon receipt of an expense receipt and completion of other documentation or procedures established by the Treasurer.
- d. Officers, Directors, Committee Chairs and other individuals duly authorized to make expenditures for the Association may make discretionary adjustments of up to 15% to individual line items in the Association's approved budget so long as increases in one line item are offset by decreases in one or more other line items that fall within the same budget class or Committee responsibility. Adjustments that would lead to spending in an amount greater than 15% of the approved budget line item, a net increase in the total amount budgeted, or spending for purposes not contemplated by the Board at the time of the approved budget's adoption, must be approved by the Board in advance of the expenditure.
- e. The following bank accounts are used to transact all business of the Association:
 - i. One Main checking account
 - ii. One Regular savings account
 - iii. One account for the purpose of managing the Rose Troxel Memorial Scholarship funds
 - iv. OPPA may maintain one or more additional accounts for the purpose of receiving or transferring payments for membership or other business of the Association.

- f. It is the policy of the Association to include the following expenditures in the Association's annual budget each year:
 - i. Scholarships:
 - 1. Two general OPPA scholarships to be awarded to qualified OPPA members in a minimum amount of \$250 each, for a minimum total of \$500.
 - 2. Two Rose Troxel Memorial Scholarships, one in the amount of \$500 and a second in the amount of \$1000. These scholarships will be offered for a period of seven years, with the first set awarded in 2022 and the last set awarded in 2029.
 - ii. The participation fee for an accredited PPA competition judge training program, not including travel and lodging expenses, for at least one interested OPPA member annually.
 - iii. A stipend to offset the President and Vice President's costs for attending the annual PPA Affiliate Leadership meeting at Imaging USA Convention in the amount of \$500 each for a total of \$1000. If either the President or Vice President is unable to attend the PPA Affiliate Leadership meeting, the Executive Committee will appoint a suitable proxy.
 - g. Immediately upon commencement of their term of office, or as soon as possible thereafter, the President, Vice President, and Treasurer shall be issued debit cards to facilitate the purchasing of goods or services for the organization. Any debit card holder, including the outgoing President, shall destroy and forfeit their debit card to the Treasurer, either in person or by U.S. mail, immediately upon resignation or completion of their term of office. A record of all issued debit cards will be kept on file and accessible in the Associations electronic filing system.
 - h. When writing a check for an amount equal to or in excess of \$750, the check writer will notify the Executive Committee immediately in writing and the expense will be noted in the next Finance Committee report provided to the Board
 - i. All goods or services purchased by any Officer or member on behalf of the organization should be accompanied by a receipt or invoice.
 - j. At the end of each month, the Treasurer will provide a reconciliation report of the Association's accounts to the President. The President will compare the Association's bank statements to the reconciliation reports and report any observed errors or anomalies to the Treasurer and/or Board as appropriate.
2. Operating Reserve. It is the policy of the Board to maintain a cash reserve of between \$10,000 and \$15,000 for the purpose of ensuring the organization's financial stability. The Board will permit the strategic spending of excess cash reserves so as to bring the organization into compliance with this reserve policy by December 31, 2024.

Chapter VII - Awards

1. President's Award

- a. Defined: An Active Member whose dedication and service benefits the Association; is a service to the community; and is a photographer ambassador to the public.
- b. Presented annually.
- c. Selected by the President or Committee of his/her designation.

2. Applicants can be nominated. Business Excellence Awards

- a. Defined: The OPPA Business Excellence Awards may be presented annually to members who are demonstrating business acumen in the photography industry.
- b. Two awards may be presented annually.
- c. Selected by the Awards, Points, and Degrees Committee based on a written application.
- d. Qualifications:
 - i. For both awards:
 1. Applicants must be current Active Members of OPPA in good standing.
 2. Applicants must have a current business (that meets all state and local business requirements) that provides photographic services, creates photo-based art, or provides services to the photography industry.
 3. In the event that no qualified applications are received, or the Committee determines that less than two applicants meet the criteria, one or both awards may not be presented.
 - ii. Business Excellence Award (Emerging Business):
 1. Awarded to a member who launched a new photography-related business within 12 months prior to the award application.
 2. Recipient may not have previously earned an OPPA Business Excellence Award
 3. Selection will be based on new business growth
 4. Obstacles overcome in the launching of the business may be considered.
 - iii. Business Excellence Award (Established Business):
 1. Awarded to a member whose photography business was established more than 12 months prior to the award application.
 2. Selection will be based on business growth, either within established areas of business or growth into new areas.
 3. Obstacles overcome in reaching business growth may be considered.

3. Jerry Auker Community Service Award

- a. Defined: An Active Member for at least one full year

- b. Presented to the Member deemed to have contributed the most significant amount of photography-related value (services or physical assets) to community service during the year
 - c. Qualifications:
 - i. A Member in good standing
 - ii. Based on Member submission or peer nomination of charitable activity.
 - iii. The Awards Committee shall make a selection of the most worthy candidate based on information provided by the Member or the peer that submitted the application, and research/discussion by the Committee.
4. Bob & Arlene Welsh Mentorship Award
- a. Defined: An Active Member for at least one full year.
 - b. Presented to the Member deemed to have contributed the most significant amount of time and willingness to mentor others in their photography during the year.
 - c. Qualifications:
 - i. A Member in good standing
 - ii. Based on Member submission or peer nomination of mentorship activities
 - iii. The Awards Committee shall make a selection of the most worthy candidate based on information provided by the Member or the peer that submitted the application, and research/discussion by the Committee
5. Salmon Pin Engagement Incentive Award – The Salmon Pin will be given to engaged Members who receive a minimum of 12 Salmon Pin Units in one calendar year. Members in good standing, regardless of length of membership are eligible to receive this pin. Pins will also be granted to speakers and judges from out of the area. Salmon Pin units must come from each of the following areas. Attending workshops, Entering competitions, and Volunteer service.
6. National Award – To provide special recognition to an extraordinary volunteer whose efforts have provided great benefit to the Association, OPPA may choose to present the PPA National Award to one deserving individual each year. The National Award may or may not be given in any calendar year. The decision to give the award and to whom it should be given rests with the National Award Selection Team which is chaired by the most recent available National Award recipient and staffed by other National Award recipients.
7. Scholarships – The Association shall budget for and make available scholarship opportunities each calendar year. Applications are accepted each fall and then awarded at the Members’ appreciation banquet.
- a. Application Process

- i. Applications shall be submitted to the President of OPPA who shall appoint a Scholarship Action Team for the purpose of evaluating the scholarship applications.
 - ii. The President shall share all properly submitted applications with the Scholarship Action Team in such a manner that ensures the Action Team's blind review and evaluation of the applications.
 - iii. The President will manage and oversee the review process and award the budgeted number of scholarships in accordance with the results of the Action Team's blind evaluation.
 - iv. For the Rose Troxel memorial Scholarships, the Scholarship Action Team shall consider a recipient's volunteer work as one of the criteria for awarding the scholarship and shall invite Theresa Capri to participate in the selection process.
- b. Qualifications and Requirements
- i. Scholarships must be used by the end of the first full calendar year following the date the scholarship was awarded.
 - ii. All members in good standing are eligible to apply for the scholarship after their second year of consecutive OPPA membership. Members of the Scholarship Action Team are not eligible to receive a scholarship award in the same year as their service.
 - iii. Scholarships may be used for one or more approved in-person photography-related education events, workshops or classes including OPPA-sponsored workshops, Imaging USA, the annual Wedding and Portrait Photographers International (WPPI) Conference, the Texas School of Professional Photography, or a Portland Community College (PCC) photography class or program.
 - iv. The scholarship awards are made through a reimbursement process after the scholarship recipient submits proof of payment for a qualifying education event, workshop, or class, or through another manner prescribed by the OPPA Treasurer.

Chapter VIII - Degrees

- 1. OPPA Associate Fellow of Photography (AFP)
 - a. Qualifications:
 - i. Member in good standing for at least 2 years
 - ii. 25 points
 - 1. No less than 13 Exhibition Points and/or Speaking
 - 2. No less than 12 Service Points
- 2. OPPA Fellow of Photography (FP)

- a. Qualifications:
 - i. Member in good standing for at least 3 years
 - ii. 50 Points
 - 1. No less than 25 Exhibition Points
 - 2. No less than 15 Service Points
3. OPPA Diamond Fellow of Photography (DFP)
 - a. Qualifications:
 - i. Member in good standing for at least 5 years
 - ii. An additional 100 points must be earned after the date of earning the FP degree. These must be OPPA Points earned since founding of OPPA (January 2014).
 - 1. No less than 40 Exhibition Points (capped at 16 Exhibition Points per year)
 - 2. No less than 40 Service Points
 4. OPPA Honorary Fellow of Photography(HFP)
 - a. Awarded for exemplary service to the Association at the discretion of the OPPA Board of Directors
 5. Silver XXV Bar
 - a. Beyond the 50 points required for the Fellow of Photography degree, a Silver XXV Bar will be awarded for each additional 25 Points earned. These Points also are counted toward the Diamond Fellow of Photography award.

Chapter IX - Points

Section 1 - Rules

1. OPPA Points shall be awarded only to Members in good standing of this Association.
2. Committee Chairs for Education, Competition, and other Committees overseeing events for which a Member may earn Points shall submit information to the Awards Committee throughout the year as Members earn Points.
3. The Association shall maintain a record of each Member's accumulated Points.
4. The Points records should be reviewed annually by the Points Audit Committee. The Points Audit Committee will consist of the Committee chairs from Awards, Competition, Education and the President.
5. Board and Committee Chair service points will be awarded annually on November 15th. Should a Board Member or Committee Chair resign prior to this date, points will not be awarded automatically. The Board will reserve the right to award partial service points at the Board's discretion.
6. OPPA and PPA Membership service points will be awarded annually on November 15th based on membership status on that date.

Section 2 - Points Chart

1. Exhibition / Competition Points. Exhibition/Competition Points are earned from achievement in image competition or winning competition-related awards.

Competition Image scoring 80 or greater	1
Photographer of the Year	2
Recipient of Category Trophy	1
Recipient of Division Trophy	1
Recipient of Best Color Image	1
Recipient of Best Black & White Image	1
Recipient of ASP Award	1
Recipient of CPP Award	1

2. Service Points. Service Points are earned through volunteer service to the Association, receiving annual awards, or participating in workshops, mentorship, or service events.

OPPA President	6
OPPA Officer & Directors	4
OPPA Committee Chair	3
OPPA Committee Member	1
Recipient of Business Excellence Award	1
Recipient of Jerry Auker Award	1
Recipient of Arlene and Bob Welsh Award	1
Recipient of the President's Award	1
Recipient of the PPA National Award	1
Annual OPPA Membership	1
Attending each workshop or other paid OPPA education event	1
Host of OPPA sanctioned Safari / Social	1
Student in OPPA sanctioned Mentorship	
Workshop Assistant (class of 8 or more)	1

3. Speaking Points. Speaking Points are earned through service as a speaker, competition judge, or mentor.

Judge at Full Day / Annual Image Competition	2
Judge at less than full day Image Competition	1
Program Speaker (6 hours or longer)	2
Program Speaker for less than 6 hours	1
Mentor in OPPA sanctioned 1:1 Mentorship*	2
Mentor in OPPA sanctioned group mentorship*	1
Panel Speaker	1

* A maximum of 4 points may be earned for serving as a Mentor in any given mentorship term.

Chapter X - Image Competition

Section 1 - Members' Only Competition Rules & Guidelines

1. Three Members' Only competitions will be held per year. The Competition Director shall set the dates of these competitions in consultation with the Board and in conjunction with the regularly scheduled monthly meetings where feasible.
2. Members must be current on their membership to enter Members' Only competitions or the submission will be disqualified.
3. Any OPPA Member may submit four images per competition in the division of their choice.
4. Divisions are:
 - Portrait
 - Wedding
 - Album
 - Commercial/Illustrative/Creative Open (guide images required)
 - Photojournalism/Documentary
 - Fine Art/Landscape/Nature
 - Digital Artist (guide images required)
5. Judging is on an individual basis, based on PPA standards.
6. Files must be sized so the longest dimension is 4,000 pixels. Each file must contain an embedded color profile of either sRGB or Adobe RGB1998 and be saved at a JPEG quality setting of 10. In most cases, total file size should not exceed 5.0 MB.
7. Files are to be uploaded to printcompetition.com.
8. The image must not include any identifying marks on the image.
9. All entries must have a title.
10. Entries are allowed until the deadline or until capacity is reached; no refunds will be issued after the entry fee is paid.
11. Entries are not considered complete and secured until paid..
12. Entries must be registered and submitted by the deadline listed for each competition.
13. An Entrant must have captured and created the original exposure except in the Digital Artist and Creative Open category. Digital Artist and Creative Open entries may be created with images not captured by the entrant (such as stock photography) but the entrant must do all artwork and have rights to use the image. Both Digital Artist and Creative Open entries require the maker to provide guide prints alongside the finished image.
14. All processing, manipulation and printing or rendering, were done by the entrant or under their direct supervision.

15. If multiple entries from one maker utilize the same subject, the entries must be completely different in theme, concept, location and clothing. Images with the same subjects that do not differentiate themselves enough from one another are subject to disqualification.
16. Images entered in the Documentary/Photojournalism category must be un-retouched except for conversion to black and white, and any other technique that would be capable in a dark room such as dodging and burning. Any other retouching beyond these limits will result in disqualification of the image.
17. Any Image that has been entered at a Members' Only Competition may be entered at the Annual Open Competition. It will be re-judged and may receive a different score (either higher or lower) but it will not receive a second point at the Open if it received a point at the Members' Only Competition. Entering an image in the Annual Open Competition enables that image to be eligible for a category or division trophy. The score received at the Annual Open Competition will not replace the score received at the Members' Only Competition and will not have any bearing on standing for Photographer of the Year.
18. Vertical images will be viewed on a horizontal monitor.
19. Images are evaluated and judged according to the following 12 Elements.
 - Impact
 - Creativity
 - Style
 - Composition
 - Presentation
 - Center of Interest
 - Color Balance
 - Lighting
 - Subject Matter
 - Technical Excellence
 - Technique
 - Story Telling
20. Entries not allowed:
 - Images that previously merited in any Annual OPPA print competition may not be entered.
 - Images previously merited in any OPPA Members' Only competition, with the exception of Members' Only competitions within the current calendar year, may not be entered, including any image from a merited album.
 - Images previously merited in IPC (International Photographic Competition), with the exception of the current calendar year, may not be entered, including any image from a merited album.
 - No entry shall be eligible if the image was created under the direct supervision, or immediate guidance of an instructor.

- No single image from a merited album may be entered as a standalone image in any OPPA competition.
- Any entry that has been reproduced from an existing photograph, portrait, graphic or any other artwork produced by another person is a violation of the competition rules and will not be judged, accepted or displayed. If an entry, in the good-faith opinion of the jury panel, violates copyright, trademark or any other applicable law, that entry shall be disqualified. Digital Artist and Creative Open entries *may* use images that were produced by other artists with that artist's permission.

21. Competitions will be judged by current OPPA Active Jurors, current OPPA Jurors in Training, current PPA Jurors in Training and current PPA Approved Jurors.

Section 2 – Members' Only Competition Awards

1. OPPA Photographer of the Year Award

- a. Defined: The Active Member who has excelled in image competition.
- b. Presented annually
- c. Qualifications:
 - i. The recipient must have been an OPPA Member in good standing for the entire calendar year in which the award is received.
 - ii. The award is granted to the photographer who receives the highest total image score earned during Members' Only competitions in the same calendar year. The total image score is calculated by totalling the photographer's top 6 scores, at least four of which must have received an individual score of 80 or above. In the event of a tie, each Member receiving the highest total image score will share the award equally.

2. Divisional Awards

- a. Defined: The Active Members who have excelled in photographic excellence within a particular genre.
- b. Presented Annually
- c. Qualifications: Active Member for the entire calendar year. Awarded to Members who have the highest image scores earned during Members' Only competitions in each division. Three of the four scores must score 80 or above. Photographer of the Year may also receive one of the Divisional awards. In the event that two or more Members earn equally high image scores as defined; each Member receiving the highest total image scores will share the award equally.
- d. Divisional awards are:
 - Portrait

- Wedding
- Commercial/Illustrative/Creative Open
- Fine Art/Landscape/Nature
- Digital Artist
- Photojournalism/Documentary
- Album

Section 3 - Annual Open Image Competition Rules & Guidelines

1. The Annual Open Image Competition adheres to all rules and guidelines set forth in Section 1.
2. The Annual Open Image Competition is open to any photographic or digital artist. Membership in OPPA is not required for entry however, only OPPA Members are eligible for awards.
3. Any entrant may submit up to four images in the categories of their choice.
4. Categories are:
 - Portrait (Human Subject)
 - Portrait (Animal Subject)
 - Portrait Wedding
 - Commercial/Architectural
 - Photojournalism/Documentary
 - Fine Art
 - Landscape/Pictorial
 - Digital Artist Entry
 - Album

Section 4 – Annual Open Competition Awards

1. Image Competition Awards—Annual Open Competition
 - a. Must be an OPPA Member to win awards in the Annual Open Competition.
 - b. Presented annually
 - c. Awards and Qualifications:
 - i. Participant in Annual Open Image Competition
 - ii. Image must score at least 80 to be eligible for awards/trophies
 - iii. Awards are decided by judges at conclusion of image competition
 - iv. Awards given for participation in Annual Open Image Competition are as follows:
 1. Best Portrait (Human Subject)
 2. Best Portrait (Animal Subject)
 3. Best Wedding Portrait
 4. Best Commercial/Architectural
 5. Best Photojournalism/Documentary

6. Best Fine Art
 7. Best Landscape/Pictorial
 8. Best Digital Artist Entry
 9. Best Album
 10. Best Color
 11. Best Black and White
 12. Best First Time Entrant (This award is given to the best single image with a score of 80 or above from a member who is in the first year of a Community Network image competition.
 13. CPP Award
 14. ASP State Elite Award
 15. Vendor-sponsored awards may be given at the discretion of the Awards, Points & Degrees Chair.
 16. 4 for 4 pins will be awarded to any Member who submits a case of four images/albums wherein each image receives a minimum score of 80.
 17. 5 Elements Awards: Impact, Best Composition, Most Creative, Technical Excellence, and Best Story Telling. Celebrating some of the 12 Elements of a Merit Image. The Elements awards will be awarded to 5 different images that score an 80 or above.
2. Awards will be presented at the Annual Member Appreciation Banquet.

Chapter XI - Education

Section 1 - Speakers, Seminars & Workshops

1. Participant Fees: Registration fees for OPPA educational events are set by the Education Committee and are required to be paid online at the time of registration.
2. Speaker's Fees: Speaking fees and other arrangements with speakers will be defined in a written contract prior to announcement or publication of an event.

Chapter XII. - Handling of Complaints (Due Process)

1. The Board shall adopt policies related to handling of complaints and due process for the Association.

Chapter XIII. - Communications

In order to have consistent and professional communication, which meets the goals of the Association, the Board of Directors has adopted guidelines for Public & Member Communication and Social Media. Our website and social media outlets will be open to the public, however they will only feature and promote OPPA sponsored content.

1. Website: OPPA maintains a website for the use of Members and non-members.
2. Email: Emails are sent periodically to Members and subscribed recipients in a group email.

3. Social Media: General – OPPA-sponsored social media outlets are generally open to anyone interested in advancing the mission of the Association.
4. Surveys—the Marketing/Communications Director or the President must approve surveys before they are submitted to the membership.
5. Ballots—ballots for the election of Officers or Directors must be approved by the Elections Committee in order to be submitted to the membership.
6. Membership List—The OPPA Membership List may not be shared, given or sold to any third party in whole or in part.

Chapter XIV - Miscellaneous

Section 1 - Amendment

1. Procedures for Amending the Policies of the Association
 - a. Any proposed amendments to these Policies must be presented to the Board of Directors (a) in a writing that clearly identifies the specific Chapter and Sections to be amended, (b) in a format that is consistent with existing policy provisions, and (c) in a manner that avoids or reconciles conflicts with existing policy provisions.
 - b. Amendments to these Policies may originate from a Director or any Committee.
 - i. For policy amendments originating from a Director or Committee, the Director or Committee offering the proposed amendment to the Board of Directors shall provide notice and consult with the Chair of the Bylaws Rules and Ethics (BRE) Committee at least seven (7) calendar days prior to submitting the proposed amendment to the Board for a vote unless the BRE Chair agrees to a waive notice. The BRE Chair may informally seek the advice of the BRE Committee, other Directors, or outside experts, and within seven (7) days shall advise or otherwise assist the originating Director or Committee in formulating a proposed amendment that meets the requirements of this Chapter. The originating Director or Committee shall inform the Board of Directors if the BRE Chair failed to provide advice or if any advice obtained from the BRE Chair is not incorporated into the proposed amendment submitted to the Board.
 - ii. Any Director or Committee may request that the BRE draft a proposed amendment for consideration by the Board of Directors. The BRE Committee shall ensure proposed amendments are in the proper form while maintaining the proposer’s original intent and submit them to the Board with comments and recommendations.
 - c. A simple majority vote of the Board is required to amend any policy of the Association.
 - d. All amendments are effective immediately unless otherwise specified.
2. Any proposed amendments to the Association’s Bylaws must originate from the BRE Committee and shall be referred to the Membership by vote of the Board of Directors.

Section 2 - Interpretation

1. In the event of disagreement on the meaning of any provision herein, the matter shall be referred to the Board.

Section 3 - Antitrust Compliance and Guidelines

1. OPPA shall adopt and follow the most current PPA Antitrust Compliance Policy and Guidelines.