

Standing Rules

Inland Empire Professional Photographers & Videographers, Inc.

REVISIONS ADOPTED BY THE BOARD OF DIRECTORS: REDLINE

Compares the Standing Rules approved December 13, 2023 with the proposed rules below. Adopted unanimously by the Board of Directors on October 26, 2026. Effective January 1, 2027.

How to read this document	Meaning
New or revised text	Added or reworded. Highlighted yellow.
~~Deleted text~~	Removed. Red strikethrough. Passages marked [summarized] are condensed; the full wording is in the Standing Rules approved December 13, 2023.
Plain text	Unchanged from the 2023 Standing Rules.

Summary of Changes

Section	What changes	Basis
B. Membership	Six classes and the dues schedule replaced by a single no-dues Member class, effective January 1, 2027. Honorary and Honorary Life kept for current holders only.	Board decision: dues suspended; membership free.
B. Prepaid memberships	The two Lifetime Premium members keep Member status at no cost. No 5-Year memberships are outstanding.	Prepaid memberships are an existing obligation.
C. Board	Four officers and two Directors, as the Bylaws require. Officers elected after the annual meeting. New Reduced-Activity Period duties added.	Aligns with Bylaws Art. XI and XII.
D. Executive Administrator	Paid position eliminated. Duties reassigned to President, Treasurer, and Secretary. Bank signers named; the Board controls all account logins.	Board decision.
E. Meetings	Monthly calendar replaced by at least four member meetings a year (including the December annual meeting), quarterly virtual board meetings, and events through f64Live.	Reduced-activity operation.
F. Committees	Eighteen named committees reduced to four: Nominating, Audit, Bylaws and Standing Rules, Communications.	Fewer members available; the Board serves as the Nominating Committee.

G. Finance	PPC travel reimbursements removed. Related-party and conflict of interest rule, annual subscription review, and partner listing rule added.	Cal. Corp. Code §7233; cost control.
H–I. Image Competition and awards	All programs retired effective January 1, 2027, after the November 2026 Image Competition and the 2026 Year-End Awards. Historical record of past awards and presidents preserved.	Board decision.

Standing Rules of the Inland Empire Professional Photographers & Videographers, Inc.

~~Approved December 13, 2023. Updated by Troy Miller November 2023.~~

Approved October 26, 2026. Supersedes the Standing Rules approved December 13, 2023.

A. PRINCIPAL OFFICE OF CORPORATION

The principal office for the transaction of the activities and affairs of the Inland Empire Professional Photographers and Videographers, Inc. (IEPPV) is located at 370 W. Grand Blvd, Ste 208, Corona, CA 92882 in the County of Riverside. The Board of Directors may, per the IEPPV Bylaws, change the location of the principal office. Any such change of location will be noted by the secretary in the minutes of the meeting of the Board of Directors and this document amended to state the new location.

B. MEMBERSHIP

1. General

The membership of IEPPV shall consist of such individuals or firms and other organizations as may be eligible under the ~~various classifications~~ **membership class** described in this article, and whose membership applications are approved by proper action of the Board of Directors. Members shall be entitled to such services and privileges as shall from time to time be determined ~~for their various classifications~~ by proper action of the Board of Directors and stated herein. **Effective January 1, 2027, membership is free of charge as provided in Section B.3.**

2. Membership Classifications

~~There shall be six (6) membership classifications:~~ **There shall be the following membership classifications:**

a. Member. Any individual who is approved by the Board of Directors, and any individual who was a member in good standing on December 31, 2026. Members pay no dues (Section B.3), are entitled to notice of and attendance at meetings and participation in IEPPV-affiliated events, and are Voting Members under Bylaws Article VI, Section 2.

b. Honorary and Honorary Life. Retained for individuals who already hold these designations, who are also Voting Members under Bylaws Article VI, Section 2. No new designations will be made during a Reduced-Activity Period declared under Bylaws Article XXV.

~~Former classes deleted: Premium (all classes, workshops, shoot-arounds); General; Vendor Partner (website ad, email marketing, one Premium membership); Honorary and Honorary Life (nomination and vote requirements); Retired (50% dues). [summarized]~~

Reason: with dues suspended, paid tiers no longer apply. Vendor Partner listings are replaced by Section G.11.

3. Annual Membership Dues

~~Dues table (\$99 to \$290 by class); renewal at the January Open House; 30-day delinquency and loss of membership; refund limits; Past President 50% discount; Honorary Life and President exemptions; Vendor Partner in-kind dues; mid-year joining rule. [summarized: former Section B.3 and items a through h]~~

a. Dues suspended. Effective January 1, 2027, annual membership dues, renewal fees, and late fees are suspended for all Members. No Member will lose membership, voting privileges, or meeting attendance for non-payment of dues. The Board may reinstate dues only by Board resolution adopted after any notice the Bylaws require.

b. Prepaid memberships. An individual holding a Lifetime Premium or 5-Year Premium membership purchased before January 1, 2027 remains a Member with all privileges for the full term of that membership, at no additional cost.

4. Membership Privileges

~~Fees for attendance at non-general meeting events and classes will be established by the Board for both non-members and for non-premium members. Special sponsored events may have specific fee restrictions. Non-premium members attending as part of their IEPPV responsibility are exempt from the fee. Privileges by class table and class, workshop, and meet-up fee schedule. [summarized]~~

a. IEPPV-affiliated events and programs, including those offered through the f64Live platform under the sponsorship agreement approved by the Board, are open to Members at no charge. The Board may set a fee for any in-person event.

~~Non-members may attend one general meeting in one year, after which there may be a program charge as decided by the board. Guest attendance at image competitions is encouraged and is at no fee. Members of PPA affiliates and may attend all general meetings and image competitions as a guest and non-general meeting events and classes at the same rate as non-premium members.~~

5. Code of Ethics

Regardless of membership classification, acceptance of an individual's Application for Membership will be contingent upon receipt of a signed agreement to abide by the IEPPV Code of Ethics, as follows:

Code of Ethics: As a requirement for admission to and retention of Membership and participation in Inland Empire Professional Photographers and Videographers, Inc. I agree to:

1. Comply with all relevant local, state and federal laws.
2. Strive to present all photographic services in surroundings and in a manner, which reflects the highest level of professionalism.
3. Deal with all users of photography and the general public with honesty and integrity. My fellow photographers' names, reputations and copyrights shall be as sacred to me as my own.
4. Not to use any business procedures, practices, marketing or competitive practices which may violate any federal trade commission or federal, state, or local laws or regulations.
5. Strive at all times to produce photography and photographic services in accordance with the highest level of professionalism.
6. In all dealings with fellow photographers, students and others who aspire to be photographers, I shall share my knowledge and skill of photography.
7. Support efforts for and assist in the education of all interested persons and general public in the art and science of photography.
8. Agree to recognize the authority of IEPPV, Inc...in matters related to the interpretation of this code.

6. Reciprocity participation by non-IEPPV members

~~Persons who are members of affiliated organizations (Professional Photographers of California and its affiliates, Professional Photographers of America and other state or regional affiliates of PPA) will be welcome to participate in IEPPV activities including Image Competition. Fees for participation will be as established by the Board of Directors. Such participation by non-IEPPV members does not include eligibility for year-end awards.~~

Reason: events are open at no charge under B.4, and the Image Competition and year-end awards are retired.

C. BOARD OF DIRECTORS

1. There shall be ~~a minimum of three Officers (President, Secretary and Treasurer), a maximum of two Directors~~ four Officers (President, Vice-President, Secretary and Treasurer) and two Directors, as Bylaws Article XI §§2 and 3 provide. Board selection process, tenure, and limitations are delineated in Article XII of the Bylaws. During a Reduced-Activity Period, the Board may operate with as few as three members, as Bylaws Article XXV provides.
2. No member shall hold more than one office at a time. No member shall serve more than two consecutive terms in the same office unless approved by the board.

3. The Board shall, at its ~~December meeting~~ first meeting after the annual meeting of members, elect the officers as needed for the following year by majority vote from among the directors approved by the membership at the ~~November general meeting. The Board shall likewise approve the one-year appointment of a paid Executive Administrator and the salary for that position. The position of Executive Administrator is an ex-officio member of the Board of Directors, without a vote. Holding the position of Executive Administrator does not negate the individual's voting rights if the individual also holds a position of Officer, Director, or Parliamentarian on the Board,~~ annual meeting of members, as provided in Article XII of the Bylaws. This may be done in a brief Board meeting held right after the annual meeting.

4. Reduced-activity operation. During a Reduced-Activity Period declared under Bylaws Article XXV, the Board shall at a minimum:

a. hold the annual meeting of members and elect and install officers and directors as the Bylaws require (installation may be completed as a brief item at the annual meeting or the next Board meeting);

b. make all government and corporate filings required by law and the Bylaws, including the Statement of Information, franchise tax or information returns, and the annual report and statements required by Bylaws Article XIV;

c. maintain the corporation's bank accounts, books, and records;

d. review the f64Live sponsorship agreement and the corporation's recurring costs at least once each year; and

e. keep members informed of IEPPV activities through the communications described in Section F.

~~D. EXECUTIVE ADMINISTRATOR~~

~~Paid, ex-officio, non-voting position. Duties: oversee all business operations; ensure timely reporting of corporate documents; authorized signer on all bank accounts and 'person of record' for corporate funds and legal documents; physically store corporate historical documents; maintain inventory of IEPPV property. [summarized]~~

D. OFFICER DUTIES (REPLACES EXECUTIVE ADMINISTRATOR)

The position of Executive Administrator is eliminated. Its former duties are reassigned as follows:

1. President: oversees IEPPV's operations and the annual compliance calendar so that required filings and notices are timely.

2. Treasurer: is an authorized signer on IEPPV's bank accounts, keeps the financial records, prepares the filings and reports described in Section C.4, and maintains the inventory of IEPPV property.

3. Secretary: keeps the minutes and corporate records, stores IEPPV's historical documents and materials, and maintains the record described in Section H.2.

4. Bank accounts and online access: The President and the Treasurer are the authorized signers on IEPPV's bank accounts. The Board, not any one individual, controls the login credentials for IEPPV's bank, PayPal, website, email platform, and other online accounts. At least two officers shall have access to each account, and credentials shall be changed whenever an officer with access leaves office. No Executive Administrator salary, contract, or reimbursement continues after December 31, 2026.

E. MEETINGS

~~1. January shall be Open House and membership drive. 2. March, May, July, September and November shall be general meetings and image competitions. November shall also be the annual meeting. Voting for the next year's directors will also occur at the November meeting. 3. February, April, June, August and October shall be general meetings and programs. 4. December shall be the Holiday Party, Installation and Awards Ceremony.~~

1. Member meetings. The annual meeting of members shall be held each December by video conference, with notice and quorum as required by Bylaws Article X, and directors are elected at it. Other general meetings of members shall be held so that there are at least four a year, counting the annual meeting, as Bylaws Article X, Section 3 requires, unless suspended during a Reduced-Activity Period.

2. Board meetings. The Board shall meet by video conference at least quarterly each year, as Bylaws Article XI, Section 7 provides, and at other times when called by the President.

3. Events and programs. IEPPV-affiliated events and programs are offered through the f64Live platform and are not tied to a fixed monthly calendar. The January Open House, bimonthly image competitions, monthly programs, and the December Holiday Party are discontinued.

4. Installation. Installation of officers and directors required by the Bylaws shall take place at the annual meeting or the next Board meeting. No separate awards ceremony or banquet is required.

F. STANDING COMMITTEES AND DUTIES

The President, with the approval of the Board of Directors, shall appoint, as needed, the following Standing Committee chairpersons immediately after beginning of the fiscal year. Service of each shall be for one year unless otherwise noted by the Board of Directors.

Item numbers are kept from the 2023 Rules so the board can compare them. The 2023 Rules had no item 13.

~~1. Image Competition: conduct image competitions, keep records of entries and winners, select judges. [summarized]~~

~~2. Membership: gain new members, send membership packages, keep the member list, staff the registration table. [summarized]~~

~~3. Webmaster: design and maintain the IEPPV website and calendar. [summarized; duties merged into item 12]~~

4. Nominating: To make nominations for the ~~offices of IEPPV~~ Board of Directors and to submit not less than one nominee for each ~~office~~ seat to be filled to the ~~general membership at the October meeting~~ Board of Directors before the notice of the annual meeting is sent, as provided in Bylaws Article XII §1. Consent of the nominee to be obtained beforehand. ~~Committee to have three members.~~ The Board of Directors serves as the Nominating Committee unless it appoints a separate committee of three members.

~~5. Programs: engage talent for general meetings. [summarized]~~

6. Audit: To audit the Treasurer's accounts ~~at the end of each quarterly business period, ending, March 31, June 30, September 30, December 31, and to report at the first meeting of the Executive Board after the close of the quarter. Committee to have three members.~~ once each year after the close of the fiscal year, and to report to the Board at its next meeting. ~~Committee to have at least two members.~~ No person authorized to sign checks or disburse funds of IEPPV shall serve on the Audit Committee.

7. Bylaws and Standing Rules: To study the Bylaws and Standing Rules of IEPPV. To submit such amendments and rules as it deems advisable or as the Board of Directors deems advisable. These Bylaws and Standing Rules shall be reviewed at least every two years ~~and before any change to IEPPV's operating status.~~

~~8. Ethics: The Ethics Chairperson shall be responsible for the handling of all ethics complaints by following current PPA due process procedures~~ 8. Ethics: Complaints under the Code of Ethics shall be handled by the Board of Directors, with any director who is a party to or has a conflict in the matter recused.

~~9. Vendor Partner Liaison: pursue vendor partners, sponsorships, and raffle donations. [summarized]~~

~~10. Awards/Service Award: track Photographer of the Year, Service Award winners, and Medallions. [summarized]~~

~~11. Equipment: maintain equipment records. [summarized; inventory duty moved to Treasurer, Section D]~~

12. Communications: To coordinate and execute all IEPPV communications efforts, including the website, social media, and email list (consolidating the former Webmaster and Marketing committees). To maintain accurate mailing and emailing lists and distribute to those lists as required by ~~Committee Chairpersons and~~ the Board of Directors, including meeting notices required by the Bylaws and occasional announcements supporting IEPPV and f64Live events. Every email shall include a working unsubscribe link and accurate sender information.

~~14. Holiday Party; 15. Open House; 16. Timeline; 17. Hospitality; 18. Marketing (merged into item 12); 19. Official Photographer. [summarized]~~

20. Other Committees as determined to be needed by the Board or President

G. FINANCE

1) New budget items or proposed increases in existing budget items shall not be transferred or pulled from other existing line or budget items. Doing so is problematic in estimating or establishing real-world needs for future budgets. Instead, new or proposed increases will be made as negative or in-the-red line items to more accurately reflect future budgetary needs. Funds for new budget items or increases in existing line items should be verified to exist in other line items, or are covered by a corresponding increase in estimated income.

2) All reimbursable expenses must be submitted to the Treasurer within 90 days of the expenditure to insure payment. Completely detailed receipts or vouchers must accompany all Reimbursement Request Forms. No reimbursement will be made without a completed Reimbursement Request Form.

3) All expenses exceeding the amount allotted by the budget must have the consent of the Board of Directors before being committed, except that expenses up to 10% over the allotted amount may be approved on an emergency basis, provided the IEPPV President and/or Treasurer have been contacted and have given approval.

~~a. Budgeted funds for Competitions will include honorariums to be paid for non-IEPPV judges or moderators. IEPPV members filling either of these positions are not eligible to receive an honorarium.~~

4) The funds for all IEPPV committees shall be maintained in the account of IEPPV unless otherwise directed by the Board or established by the bylaws of the corporation

5) Proposed income and expenses of IEPPV funds shall be submitted to the Board of Directors.

~~6) Reimbursement of the President for PPC Board meeting travel and lodging, up to four meetings per year. [summarized]~~

~~7) Reimbursement of a succeeding Vice President for PPC Board meeting travel. [summarized]~~

8) All funds for events, projects and membership dues shall be collected only by ~~appropriate committee chairperson, to be accurately recorded on Project Profit & Loss Form, and then turned over to the Treasurer by the next meeting after receipt~~ the Treasurer, or other board appointed person, and accurately recorded.

9) Related-party agreements and conflicts of interest. Any agreement or transaction between IEPPV and a director, an officer, a member of a director's or officer's immediate family, or an entity in which any of them has a material financial interest, including the f64Live sponsorship, website hosting and plugin services, and webmaster services, may be approved only under California Corporations Code §7233 and this Section: (a) full disclosure of the interest to the Board before discussion; (b) recusal of the interested director from discussion and vote; (c) a documented Board finding, supported by comparable pricing or other evidence, that the agreement is fair and reasonable to IEPPV; (d) a written agreement; and (e) a record in the minutes. The Board shall review each such agreement at least annually. This Section serves as IEPPV's conflict of interest policy.

10) Recurring costs. The Treasurer shall keep a list of IEPPV's recurring subscriptions and fees (including website hosting, plugins, and the email platform) and report it to the Board at least annually. Any subscription no longer needed shall be cancelled.

11) Partner and sponsor listings. The Board may list partners and sponsors on the IEPPV website on terms it approves in writing. This replaces the Vendor Partner membership class.

~~H. PHOTOGRAPHER OF THE YEAR AWARD~~

~~The Awards/Service Awards Chairperson shall obtain image competition scores and tabulate them at year end; the member with the highest total shall be presented the Professional Photographer of the Year award, with category awards. [summarized]~~

~~I. SERVICE AWARDS~~

~~Schedule of Service Merits; Level Up! program; tracking and awarding of merits; the Elmer and Vera Kingham Service Award; the IEPPV Service Award Medallion; the Chuck Jones Memorial Service Award; the President's Award for Exceptional Service; the Hall of Fame Award and its requirements; Hall of Fame Nomination Form; Service Merit Submission Form. [summarized; former Section I and both forms]~~

H. DISCONTINUED PROGRAMS AND HISTORICAL RECORD

1. Discontinued programs. Effective January 1, 2027, after the November 2026 Image Competition and the 2026 Year-End Awards are held, the following are retired: the Image Competition (including the Image Competition Rules last revised in 2023), the Photographer of the Year awards, the Service Merit program, Level Up!, the Elmer and Vera Kingham Service Award, the IEPPV Service Award Medallion, the Chuck Jones Memorial Service Award, the President's Award for Exceptional Service, and the Hall of Fame Award, together with their forms.

2. Historical record. Awards previously conferred remain part of IEPPV's history. The Secretary shall preserve the record of past award recipients, Hall of Fame inductees, and past presidents, and the Board may continue to display it on the IEPPV website.

3. Revival. The Board may revive any retired program by Board resolution.

Adoption

These Standing Rules were adopted by majority vote of the Board of Directors of the Inland Empire Professional Photographers & Videographers, Inc., under Bylaws Article XI, Section 6.D, on October 26, 2026, by a unanimous vote of 6 for, 0 against, 0 abstaining. Effective January 1, 2027. Provisions that depend on the amended Bylaws take effect when those amendments take effect.

Secretary

Date