

# NEW MEMBER GUIDE



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Welcome and *THANK YOU* for joining the Minnesota Valley Photography Club. MVPC is one of the largest photography clubs in the area with 70+ members. This new member guide is intended to help you to become acquainted with the club, and maybe answer some questions that you may have.

The goals of the Minnesota Valley Photography Club are to provide fellowship and educational opportunities, and foster appreciation for the science, technique, and art of photography.

The club was founded in 1984, and is made up of individuals representing all ages, backgrounds, interests and experience levels. Members share a common interest in photography and a desire to expand their photographic knowledge and skills.

MVPC operates as a non-profit organization, with an elected board to oversee day-to-day operations. Board members are volunteers nominated and voted upon by the general membership. Board members are not paid, but the club incurs costs for room rental, website maintenance, membership in other photo organizations, and general operations. MVPC assesses annual dues to meet these expenses. Currently yearly dues are \$35 for an individual and \$45 for a family membership. For more information on club governance see the **Board of Directors** section.

### **About this New Member Guide**

This guide or informational booklet is a work in progress. It isn't intended to cover in detail all operations or functions of MVPC; its goal is to provide basic information to new members about club activities. As a new member it's sometimes hard to follow or understand what is happening or being discussed; it's easy to feel left out! This booklet is meant to fill some of those gaps and provide the knowledge needed to ask further questions. We value and welcome any input you care to provide that may improve upon or expand this guide. You may share your thoughts with your club mentor (if you have chosen one) or to any board member.

## Membership Meetings

The club holds 10 monthly, general membership meetings per year. These meetings are held on the first Thursday of each month, September through June. There are no general membership meetings in July and August. Each meeting features a short club business meeting with announcements, an “edutaining” program related to photography, and time to chat with other members.

The general meeting is held at Eagan City Hall Training Room, 3830 Pilot Knob Rd, Eagan, MN.

The December meeting is a social event with a potluck supper accompanied by an activity such as viewing slide shows showcasing members’ photos and personal projects.

The June meeting is another social event, either a sit-down dinner or a casual gathering with food. (There may be a charge for this event not covered by club dues) In addition to the opportunity to enjoy the fellowship of other photographers and good food, this meeting is dedicated to presenting end-of-the-year awards for participation in salons (*see salons for more information*), and other awards for photographic accomplishment and service to the club.

## Other Meetings

The **Board of Directors** meets the Tuesday after the monthly general meeting to conduct the business of the club. The board generally doesn’t meet in June and July. Any member in good standing is welcome to attend. The time and place of these meetings is published in the club calendar on the club’s website.

**Salon Critique** meets the fourth Thursday of each month via Zoom from September through May.

**Photographer’s Playground** activities focus on helping members to expand their photographic horizons by experimenting with different genres and techniques in photography. Activities focus on shooting opportunities outdoors or in a studio setting. Members are encouraged to suggest topics they’re interested in exploring.

**Field Trips or Outings** are planned throughout the year. These trips, an opportunity for members to socialize and grow as photographers together, vary from a few hours to weekend-long outings in Minnesota and other parts of the country.

Check out the club’s calendar on the website for more about all meetings, Eagan photo opportunities and activities:

<https://minnesotavalleyphotoclub.org>

## Board of Directors and Committees

### **Board of Directors**

The Board of Directors, hereafter “**the Board**”, is responsible for overseeing the day-to-day activities of MVPC. The board is elected by the general membership in the month of May (This monthly meeting being the last meeting of the season.). Every member in good standing is eligible to be nominated for and elected to a board position, and to vote. Members of the board are volunteers, serving without compensation.

The board comprises the following positions:

**President** Presides over general membership meetings and board meetings; generally responsible for MVPC operations.

**Vice President** Assists the president and assumes the presidential role in the absence of the president. Arranges the logistics and judges for the club’s judging obligations in photography competitions outside the Club – N4C, Spring Break, etc.

**Past President** The previous year’s president provides guidance to the Board to ensure continuity of operations.

**Secretary** Responsible for maintaining a written record of matters discussed at board meetings.

**Treasurer** Responsible for collecting dues, paying accounts due and drawing up an annual budget. Keeps a record of members in good standing and their contact information shared with the Webmaster for updates to the email lists.

### **Committees**

The tasks and functions of committees listed below may be performed by a single individual or a group of people working together.

**Salons** Responsible for selecting salon judges, collecting and verifying salon entries, and coordinating review by judges. The committee also maintains a record of entries and scores for each salon, and updates the Salon Rules and Salon FAQ as needed. See the Salon Process Guide for details of tasks performed by the committee.

**Programs** Responsible for identifying and recruiting individuals to present programs at the general membership meetings.

**Facilities** Responsible for locating and obtaining space/facilities for various club meetings and the June Awards banquet.

**Eagan Rep** A liaison with the City of Eagan’s Parks and Recreation Department who encourages club members to photograph community events. In return the city provides the club with monthly meeting space.

**Activities** Responsible for planning, promoting, and organizing Photographer’s Playground, field trips and other activities besides regular MVPC meetings.

- Publicity** Strives to heighten awareness of MVPC and increase membership. The committee promotes Club meetings and activities via news and social media; looks for other ways to promote community outreach; and welcomes new members.
- Historian** Responsible for maintaining an ongoing history of the club.
- N4C Digital** Collects digital photo entries and enters them in the various regional N4C photo competitions. Also shares N4C information with the club membership.
- TCACCC Representative** Represents the MVPC at Twin Cities Area Council of Camera Clubs monthly meetings and keeps MVPC members informed of TCACCC activities and opportunities.
- PSA Representative** Keeps MVPC members informed about opportunities and programs available through the Photographic Society of America. Collects digital photo entries, enters them in PSA competitions, and shares the results with the membership.
- Webmaster** Responsible for updating and maintaining the web site and maintaining email distribution lists.
- Exhibits** Responsible for planning, organizing, and installing MVPC photo exhibitions in and around the Twin Cities.
- MVPC Greeter** Provides a contact to share and explore a member's photography path. Explores the available resources to help a member's individual photography journey.

The president may assign other Special Interest committee chairs as needed.

***As you become familiar with the club, we encourage you to assume a leadership role by serving on one of the committees and/or running for one of the five club officer posts.***

## Salons

**Definition:** A salon gives club members an opportunity to exhibit their photos as works of art to fellow club members and receive constructive comments on their photography.

The photos entered in a monthly salon are submitted to an experienced photographer who evaluates them and offers advice how they might be improved. Salons are held monthly September through May, alternating between prints and digital images. No salon, unless a special salon is called, is scheduled in December.

Well in advance of the salon meeting photographs are given to a judge, who assigns each photograph a score from 1 to 15. Those photos receiving at least 13 points are “Accepted” into the Year End salon. A friendly critique of the photographs by the judge is a key part of the judge’s critique. These tips help the salon entrant identify the strengths and weaknesses of their photos with an eye to improving their photography.

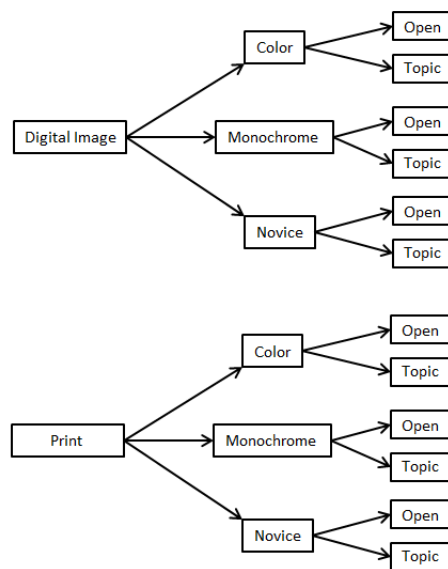
The Club honors salon participants with year-end awards and recognition tied to their performance in salons. In addition to the Photographs of the Year chosen by the Year End judge, members may earn a variety of Achievements. Members pursue these non-competitive Achievements as personal goals and challenges in photographic genres and specialties of their choice.

The Print and Digital salon categories each consists of three salons: Color, Monochrome and Novice. Each of these salons is further divided into Topic and Open salons:

**TOPIC SALON-** Each year the general membership helps to select the next year’s topics. The Salon Committee and the Board members then select the monthly topics based on this input, and assign them to either print or digital salons. The Topic salon may have specific rules on subject matter.

**OPEN SALON -** An open salon has no restrictions on subject matter.

The six monthly salons are judged and critiqued independently, as shown in the following flow chart:



## **Novice Salon**

The Novice salon is intended for new photographers. Once a member has achieved four or more acceptances into the Year End salon, they may not enter the Novice salons in subsequent years. Experienced photographers who join the club are expected to enter the Color and Monochrome salons.

### **To Enter a Salon:**

Digital and print entries are due, unless otherwise indicated, at the General Membership meeting PRIOR to the salon the member chooses to enter. Entrants submit their digital images via an upload app on the club website.

### **Exhibitions > Upload Images**

The complete, official rules are available on the club's web site. The summary provided below is a quick reference for new members.

## **Summary of Requirements:**

### **Digital Images –**

1. File format of the images must be JPEG.
2. Image size cannot exceed 1920 pixels on the horizontal axis and 1080 pixels on the vertical axis.
3. There is no limit on file size.
4. Digital images are submitted using the Upload Images app on the club website.

If you have questions or are unsure about correct pixel or file size, see the [tutorials on sizing](#) in the Resource section on the website.

### **Prints –**

- 1) All prints must be securely mounted to a rigid backing.
- 2) A mat on the front of the print is optional.
- 3) To protect your print from damage, it may be placed in an appropriately sized plastic sleeve.
- 4) There is no minimum print size; however, prints cannot exceed 16 x20 inches and must meet the requirements of #5.
- 5) Entries in the print salons are limited to a mounted size of 16 x 20 inches.
- 6) Prints must be accompanied by a digital copy of the print. This digital copy must adhere to the standard pixel size requirements and is submitted in the same manner as a digital salon image.



## Additional Information

The [Salon Rules](#) and [FAQ](#) are available on the club website. The Salon Rules describe the procedures for MVPC salons in full. The FAQ answers many questions about MVPC salons.

Go to the [Resources](#) section of the club website for more information about processing your photos and preparing them for them for exhibition.

## Facebook

MVPC maintains a Facebook member group. Members can access this group as “[Minnesota Valley Photo Club](#)” on Facebook. This is a private group open only to club members; members use the group pages to share their photos, ask questions about various aspects of photography, alert members to photo opportunities, and keep in touch with fellow club members.

## City of Eagan Partnership

MVPC and the City of Eagan have agreed to a volunteer photography partnership through the Eagan Parks & Recreation Department. Club members contribute to City of Eagan publicity efforts by photographing special events, programs, and facilities in the city. This agreement is annually reviewed by both parties.

In return, the City provides a meeting space at the Eagan City Hall Training Room (or another Eagan facility) once a month for meeting space for MVPC. This space comes with a projector, screen, microphone/speakers, podium and other standard amenities.

MVPC encourages all club members, including new members, to participate in this program. The photographer retains ownership of images used by the City, and they may be submitted to salons. See the club’s website for more details: [Resources – Club Documents – Minnesota Valley Photography Club \(minnesotavalleyphotoclub.org\)](#)

## Affiliated Organizations

**MVPC is a member of the following organizations:**



Twin Cities Area Council of Camera Clubs (TCACCC)	North Central Council of Camera Clubs	Photographic Society of America
Spring Break each year	Iowa Camp-In Mini Convention	An international Photographic Society of which MVPC is a member. This entitles our members to enter 3 rounds of club competition each year.
Interclub competition each year	Annual convention each year	Individuals may join PSA as an individual member in order to improve their photo expertise and gain international recognition.
Individual competition	Monthly digital contests	Annual week-long Conference
Club competition	Annual photo essay, panorama and website competition	Annual website competition for clubs.
Over 15 clubs belong	Over 35 clubs belong	10 Regions of Clubs – over 80 countries

## Photographer's Glossary:

Photography, like other scientific and artistic pursuits, has a language all its own. Some acronyms and abbreviations may mean something to one group of people and something else to another group. This section is an attempt to explain some of the common terms or abbreviations that you may come across. This list, while not comprehensive, defines many of the most common terms used in photography.

**Aperture** The size of the opening in the lens that can be adjusted to control the amount of light reaching the film or digital sensor. Aperture size is measured in F-stops.

**Burn** A post processing method of darkening an area of the image.

**Depth of Field** How much of the image is in focus from front to back.

**Dodge** A post processing method for lightening an area of the image

**DSLR** Digital Single Lens Reflex camera – see SLR

**Filter** A glass or resin lens attachment that can alter the quality and amount of light transmitted through the lens, or enhance colors. Many filter effects can be achieved in post processing.

**Focal length** Indicates the magnification and angle-of-view of a lens. The human eye sees things roughly the same as A 43-50 mm focal length approximates what the human eye sees on a 35mm or full-frame digital camera.

**Focus** To render (an object or image) in clear outline or sharp detail by adjusting an optical device.

**HDR** High Dynamic Range (HDR) is a set of techniques that allow a greater dynamic range of luminance between the lightest and darkest areas of an image than standard digital imaging techniques or photographic methods.

**ISO** ISO measures the sensitivity of the image sensor. The same principles apply as in film photography – the lower the number the less sensitive your camera is to light and the finer the grain. Higher ISO settings are generally used in darker situations to get faster shutter speeds

**IS/VR** Image Stabilization/Vibration Reduction –technology built into some camera bodies and/or lenses to increase the sharpness of a photo by compensating for the inherent lack of stability when hand holding a camera

**Lens** A transparent optical device used to converge or diverge transmitted light and to form images.

<b>Lightroom</b>	A commercial post processing and management software program
<b>Macro</b>	The classical definition is that the image projected on the "film plane" (i.e., film or a digital sensor) is close to the same size as the subject.
<b>Mat</b>	A trim used around the front of the print
<b>Mega-byte</b>	A million bytes of data, expressed as Mb
<b>Mining</b>	A term used in this club that indicates an individual is searching through their old photographs.
<b>Mirrorless Camera</b>	A mirrorless camera (sometimes referred to as a mirrorless interchangeable-lens camera, MILC, or digital single-lens mirrorless, DSLM) is a digital camera which, in contrast to DSLRs, does not use a mirror in order to ensure that the image presented to the photographer through the viewfinder is identical to that taken by the camera.
<b>Monochrome</b>	An image composed of varying brightness levels of a single color, generally black and shades of grey but not necessarily so
<b>N4C</b>	North Central Council of Camera Clubs
<b>Over Exposed</b>	A condition when too much light hits the sensor or film which results in a light picture.
<b>Photoshop</b>	A commercial program for editing digital images
<b>Pixel</b>	(PIX [picture] Element) Generally, the smallest addressable unit on a display screen or bitmapped image. Screens are rated by their number of horizontal and vertical pixels; for example, 1024x768 means 1024 pixels are displayed in each row, and there are 768 rows (lines). Likewise, bitmapped images are sized in pixels: a 350x250 image has 350 pixels across and 250 down.
<b>Post processing</b>	Any processing (editing) done outside of the camera
<b>PSA</b>	Photography Society of America
<b>Sensor</b>	The element of a digital camera that captures the light to produce an image
<b>Sharpened</b>	A post processing technique used to sharpen the edges within an image

<b>Shutter speed</b>	Shutter speed is the unit of measurement which determines how long shutter remains open as the picture is taken.
<b>SLR</b>	Single Lens Reflex – a type of camera where the viewing and focusing are done through the lens
<b>Softened</b>	A technique when the image or subject is slightly blurred, mostly used in portraits.
<b>Spot color</b>	A single color
<b>Strobe</b>	An electronic flash used to illuminate the subject of a photograph
<b>TCACCC</b>	Twin Cities Area Council of Camera Clubs
<b>Tripod</b>	A device to hold the camera to keep it solid and stable.
<b>Under Exposed</b>	A condition when not enough light hits the sensor or film which results in a dark picture.
<b>Zoom</b>	Generally refers to a multi-focal length lens.

**Document Change History**

Version 10: July 2021	Updated to include My Meeting
Version 11: April 2024	Updated to reflect current MVPC operations and newer website URL.