

THE STEREOSCOPIC SOCIETY
OF AMERICA
Affiliated with the National Stereoscopic Association

Membership, Rules, and Procedures as of January 2002

1. Eligibility

The Society is open only to NSA members who take (make) their own, original stereographs in a format suitable for circulation in the Society's postal folios, and who enter their stereographs on a reasonably regular basis. At the very least, there must be one new entry per year. There are some exceptions to the above for members who have requested to have only a supportive role in the Society or members who live in countries in which there is no regular exchange activity. (NSA membership is waived for members with membership below number 718).

2. Administration

The SSA is under the administration of its **General Secretary**, who is aided by a **Membership Secretary**, a **Treasurer**, a **Corresponding Secretary**, a **Supply Secretary**, and by a secretary for each folio circuit (e.g., the Alpha Transparency Circuit Secretary or the CP Print Circuit Secretary). These officers are unpaid volunteers who hold office as long as they are able and willing to perform their duties well. Officer expenses, properly submitted to the **Treasurer** are reimbursed.

It is expected that the officers will consult with, aid, and advise each other when the need arises for the good of the Society. Vacant offices can be filled by seeking volunteers with consultation among the other incumbent officers involved and where there is no contest. Should a dispute arise, it will be settled by an election carried out by the **Corresponding Secretary** or under his/her approval. (For example: within a folio circuit to choose its secretary or among the total membership to choose a **General Secretary**.)

Because of the geographically dispersed nature of the membership of the Society and its folio circuits, a pragmatic approach to filling offices and the conducting of Society business is advisable, if not necessary. Consultation between officers and members in resolving problems and filling vacancies in the offices will likely be by telephone, email or any other means of communication.

3. Joining

Interested persons can apply for membership by writing to the **Membership Secretary**, indicating the type of folio circuit(s) they wish to join, and shall pay annual dues as set for the current year. The **Membership Secretary** shall send the new member an envelope to be used to store the stereograph intended for initial entry into each circuit. After receiving such stereo print or transparency as "evidence of activity", the **Membership Secretary** shall forward it to the appropriate **Folio Secretary** along with the new member's name, address, telephone number, and unique membership number. He/she shall also transmit the dues and the same information to the **Treasurer**. The **Folio Secretary** will then revise the route list to include the new member at an appropriate place on the list, also notifying current members who will be affected by the change.

Should an existing member wish to join an additional circuit, assuming there is an opening, the above procedure shall also apply except for the collecting of dues. No additional dues are required to take part in more than one folio circuit, nor is there a limit to the number of circuits to which a member may belong. The **Treasurer** however, is empowered to set a supplies-fee for each additional folio envelope over a basic number (no smaller than 12) requested in a calendar year. This may be necessary for fiscal reasons, as well as equity, and only affects the most active stereographers among the membership.

4. Circulation

Each folio is mailed by the **Folio Secretary** to the first member on the route list. That member is expected to mail it to the second member on the route list, and so on. A member receiving a folio should examine all of the views of the folio and make brief, suitable comments and/or criticisms on the views as moved to do so. Even one word may help the photographer in future efforts - at least there should be indication that the stereograph was viewed. Brief comments are written on the folio envelope carrying the entry. More extended comments should be saved for entry in the Folio Notebook. Remember, the participants want to have your comments as much as you want to view the stereographs that is the fun of the folios and members should not short-change the process.

Views should be handled with due care and transparencies should not be projected without permission. A returning entry should be removed from the folio and a new stereo view entered using a properly completed folio envelope.

Folio envelopes are usually printed with a form with spaces for information on the member, the title of the view, technical data, and the maker's comments on the view. Members are encouraged to use the folio notebooks for extended comments (too lengthy for the folio envelope) and general discussion. At least, a member should sign and date the folio notebook.

5. Five Day Rule

Much of the enjoyment of the folios depends upon their smooth flow around the circuit, their regular arrival, and respect of each member for the other participants.

Normally, each member is expected to retain a folio no more than five full days after its receipt before mailing to the next member on the route list. Do not feel harassed by this rule - an occasional day or two when things are busy or when the arrival time is unfortunate is not a problem. We want your entries and comments, that is the fun of the folios. Unusual delays should be avoided and the **Folio Secretary** should be advised of any problem as soon as possible.

Repeated, or gross, violations of the Five Day Rule shall be deemed cause for the **Folio Secretary** to suspend the offending member from the route lists, provided such member was duly warned and provided there were not extraordinary circumstances involved. The length of the suspension is at the discretion of the **Folio Secretary** and can be appealed to the **General Secretary**. Should a member display an unwillingness to behave in a reasonable manner in regard to the treatment of the folios, the **Folio Secretary** will report to the **Membership Secretary** that such person is expelled from the circuit.

Members expecting to be away from home for a period of time (more than a week) are obligated to notify the person immediately before them on the route list and the **Folio Secretary** of their anticipated absence. This prevents piling up of folios and other varieties of excessive delays. Members should also notify their **Folio Secretary** of moves to new addresses in time to avoid delays, or worse, caused by mis-addressed folios. Members dropped from the route list or suspended indefinitely for cause may be considered for a return to active participation after a year. All appeals should be addressed to the **Membership Secretary**.

6. Tracking

The **Folio Secretaries** shall keep track of all of their respective folios, and shall investigate as soon as possible any folios whose whereabouts are not satisfactorily verified by the received voting (tracking) cards. Where applicable, they are expected to conduct any necessary correspondence with their respective counterparts in the overseas branches of the Society and to receive and ship their international folios (if their circuit is involved in such activity.)

Members are expected to mail a voting card to the **Folio Secretary** whenever a folio is sent on to the next member on the route list. Voting is encouraged but optional. However, the card is necessary to track the folios and keep a record of their contents, and therefore should be filled out completely and mailed without delay.

Retrieving lost or stalled folios can be a trying problem for a **Folio Secretary**. Other Society members who live near a problem member may be able to help. The **Corresponding Secretary** is available for aid and advice and should be contacted by the **Folio Secretary** when appropriate.

7. Dues

The **Treasurer** shall submit an annual financial report to the **General Secretary** and the Membership (usually at the annual meeting). He/she shall also make a recommendation as to the dues required for the following year. (The amount of the dues shall be based on prior experience, anticipated expenses, etc., and shall be jointly determined by all of the officers, with whatever voice of the members is advisable.) Members are expected to remit their dues promptly. Those who are delinquent as of March 1st shall be sent a second bill by the **Treasurer**. Members who are delinquent as of April 1st shall be dropped from the membership, and the **Treasurer** shall report their names to the **Membership Secretary** and the affected **Folio Secretaries** so that they receive no further folios, supplies, or services. Reinstatement is possible by re-applying to the **Membership Secretary**.

8. Meetings

Meetings of members within the Society or with other groups, sale or exchange of equipment and stereographs, the publication of a newsletter, and other activities are encouraged but are optional. Official meetings of the Society can be called by the **General Secretary**, or, if the office is vacant, by the **Treasurer** and shall require a quorum of five members. Adequate notice to all members is required for any such official meeting. Whenever feasible, a Society meeting will be held in conjunction with the NSA annual convention and it is assumed that all members have notice of that meeting, the time of which is announced in the NSA Convention program. Ten members will constitute a quorum.

9. Changes

Any member may propose changes in these rules and procedures at any time, and if a majority of the officers agree that the proposal has merit it can be put to a vote at the next annual meeting or in conjunction with any Society-wide election. A simple majority shall suffice to adopt the proposal. Proposals, however, must have fiscal soundness, as determined by the **Treasurer**.

10. Affiliation

The Stereoscopic Society of America is affiliated with the National Stereoscopic Association and NSA membership is required for all Members whose membership numbers are #718 or higher. Members with earlier numbers are not required to be NSA members, though it is recommended. As part of the affiliation, one member of SSA (agreeable to the editor of the NSA journal, STEREO WORLD) shall submit a Society Column to STEREO WORLD as a regular feature in the magazine.