2022/2023

OFFICIAL HANDBOOK OF THE HENDERSON PHOTOGRAPHIC SOCIETY INCORPORATED

General information

- HPS Mission Statement
- Venue
- Correspondence
- Meetings
- Start Time
- Visitors
- Assistance
- Membership

Rules & Guidelines for Presenting Images

- Purpose
- Eligibility
- Grading
- Grading Committee
- Judging
- Awards Level
- Entering Images
- Prints
- Projected Images
- Awards Points
- Ownership and Use of Images
- HPS Privacy Matters

Set Subjects

- Land/Sea/Cloud/Waterscape
- Photo Journalism
- Portrait
- Triptych/Diptych
- Natural History
- Macro
- Portfolio

- Other Trophies and Certificates

Events throughout the Year

- Annual General Meeting (AGM)
- Club Outings
- The At-Home Function
- The Christmas Function
- The Photographic Society of New Zealand National Convention (PSNZ)

The Constitution of the Henderson Photographic Society Incorporated

GENERAL INFORMATION

Click for Index

HPS Mission

The object of the Society is to Practice; Promote and Celebrate photography and its related activities. Henderson Photographic Society is a place to share our experiences and our passion for photography in a friendly learning environment.

Venue

Henderson Bowling Club: 2/20 Alderman Drive, Henderson, Auckland 0650 (Next to West Wave)

Correspondence

Email: hendersonps.secretary@gmail.com

Meetings

The club meets on the 1st and 3rd Wednesday of each month from February to November. The first meeting of the month is a competition night and the second a workshop night.

Competition nights

This is where members present their work to be critiqued, within their own grade, either by a PSNZ or another invited judge. The Judge will award the image a grade. (See Award points) On a trophy night, the best image is selected from the honours images across all grades and that image will be awarded the trophy.

Workshop nights

Generally an evening of learning that varies each month. These cover all aspects of photography, and include but are not limited to, hands on teaching, outings, challengers or guest speakers.

Start Time

The room will be open from 7pm and the **prints for competitions are to be submitted before 7.10pm f**or a 7.30pm start.

Visitors

New visitors are welcome. Please make yourself known to a committee member (green name tag). Visitors will be looked after by a club member on their visit and offered a complimentary supper (tea, coffee & biscuits) Visitors may join the Society anytime, but after their 3rd visit they will be invited to join. Previous Members who wish to visit the club may do so for one evening free of charge. After this it is requested that they rejoin.

Assistance

Please feel free to ask any committee member should you require assistance with your photography, or if you wish to know more about the society and about joining the committee. Committee members can be identified as they have a green name badge.

Membership

Membership to the Society is by completing an application form on the club's web site (hendersonphoto.org.nz) and by payment of an annual subscription (or a pro-rata proportion).

A membership number is then issued, entitling the financial member to enter monthly competitions, attend club meetings, and have a vote at the AGM.

Membership Structure: Single membership - 1 Adult - $80.00 per year
Family Membership - 2 Adult Family Members, and Juniors to the age of 18yrs - $100.00 per year
PSNZ Membership incurs a discount of $5.00
Unwaged - $50.00
Students - Free

Note: Once a junior turns 18yrs, they are to start paying their membership, or pro-rata proportion thereof.

Any member who has not paid their fees will not be allowed to enter the monthly competitions.

RULES AND GUIDELINES FOR PRESENTING IMAGES

Click for Index

Purpose

The following is a brief outline of the "Rules and Guidelines" that should be considered by members when taking, processing and presenting their images.

Eligibility

To enter the society's monthly competitions a person must be a current financial member. (NO IMAGES WILL BE ACCEPTED FROM NON-FINANCIAL MEMBERS)

Grading

Members are divided into four grades:

Juniors - A student up to 18 years of age. A junior photographer who shows ability can be invited by the grading committee to progress to a higher grade. Juniors will move up to B-Grade automatically upon reaching 18 years of age.

B-Grade - All new members (over 18yrs) start at this level unless the grading committee approves a higher grade. To progress from B-grade to A-grade requires the accumulation of 80 Award points (from date of joining). A member wishing to remain in B-Grade grade after achieving their award points must apply to the grading committee for a fixed extension of time.

A-Grade - Members in this category should have a good understanding of photography and are ready to expand their knowledge. To progress to Salon Grade a member is invited by the grading committee to advance. The grading committee is looking for the members that have an excellent grasp of advanced photography techniques, and have consistently achieved a high standard of work over the past 12 months.

Salon - Having reached the highest level a member must continue to show a constantly high standard of work. It would be expected that a member in this grade would offer their assistance with training other members at workshops.

Grading Committee

The grading committee shall consist of the following: the President (or other committee member) with a minimum of two Salon Grade Members, who can at any time invite the opinion of another salon member.

The grading committee, - using the grading guidelines (above) should assess grade changes for financial members only this is to be done prior to the "At Home" meeting in November. It will be the main committee's responsible to advise the grading committee of any requests for change.

Judging

A person is invited by the committee to judge the entries in the monthly competitions. The judge will be advised of the club's competitions rules and guidelines. The judge may offer constructive comments to improve the image and give the image an award, based upon their opinion and experience. These comments are the personal opinions of the judges and vary from judge to judge. A judge will be asked to judge according to the level of the grade they are viewing and show some leniency in the lower grades. This is to encourage the lower graded photographers. A judge's decision is final, and members may not enter into a discussion before an award is given unless asked to do so by the judge.

Awards Level

Acceptance - An image that just fulfills the basic photographic criteria for a reasonable photograph.

Merit - An Image that fulfills the basic criteria with additional technical or design components evident.

Highly Commended - Is an image with extra dynamics that takes it out of the "Ordinary Category."

Honours - Is an exceptionally good image that could well be acceptable at a national exhibition level.

Passed In - An image may be 'passed in' by a judge, allowing the author to make changes advised by the Judge and re-present the image at another time.

Categories: A judge may 'mark down', 'pass in' or ask the author if they wish to change an entry's classification of 'open grade' or 'set-subject' should they feel that it is incorrect.

Entering Images

Members who wish (not-compulsory) to enter images into the monthly competition can do so in the following two categories, 'Set Subject' and 'Open Grade'.

1. **Set Subject -** Subjects are set either by being an annual trophy subject, (e.g., Portraiture) or by being selected as a subject by the committee.

2. **Open Grade -** The subject can be anything the author chooses, however entries in this category will only gain award points but will not qualify for set trophy awards.

3. All images (prints, projected) entered must be of the author's own work and conform to the rules and guidelines of the Society (set out in this handbook). Once an image has been entered into 'set' or 'open', it cannot be changed unless 'passed in' or at the judge's request.

4. No print or projected image that has already received a club award (e.g., 'Merit,' 'Highly Commended' etc.) shall be re-entered for monthly competitions, with the exception of the 'Portfolio Competition', and if a judge has 'passed in' an image (not given an award) then that image may be re-entered at a later date.

5. All entries, digital and print **must be submitted to** http://dispersion.co.nz/projects/hps/ **no later than 11pm the preceding Wednesday** of a competition. This is to allow time to collate the images and send to the judge.

6. **No. Of Entries** – A member may enter a **MAXIMUM OF TWO IMAGES** per night e.g., 2 Prints or 2 Projected or 1 Print and 1 Projected image. The entries can be either 2 in 'Set Subject' or 1 in 'Open' and 1 in 'Set Subject' **Please note** only 1 'Open' image can be entered per competition. The only exceptions are: the Triptych competition where there is a maximum of 2 images each with 3 separate images presented as one photo, within the maximum allowable size; and the Portfolio where 3 images are submitted. All three images are judged together as a set.

7. The photographer may seek the help or advice of others, but in all respects the images presented must be the sole work of the entrant. Images taken during workshops or tours are allowed so long as they have not been taken under the direct guidance of a tutor or workshop leader. Images taken with elements that are not specifically controlled by the photographer, such as lighting, props, models and sets are not allowed.
8. No member is to advise the judge who the author may be, give comment or call out before or during judging unless invited to do so by the judge.

9. The authors' name will be withheld until after judging of their image, where upon the convener will announce the author and the grade they received. The exceptions to this are trophy evenings where the names of the photographers that have received Honours awards are to be withheld until the judge has awarded the overall trophy winner for that category.

10. The conveners, or the committee, reserve the right to refuse an entry that they consider in their discretion to be undesirable, unsuitable, incorrectly programmed, sized or categorized for display.

Prints

1. Prints entered must have the members name, membership number, grade and the subject section (open or set subject) **clearly marked** on the back of the print.

2. Prints shall be unframed but mounted on firm cardboard up to a maximum size of 50 x 40cm. (approx. 19.3/4" X 15.3/4")

3. **PRINT TITLES** – if the author requires a title, it must be displayed on the back of the print mount in a legible text. If the title is not easily readable by the Print convener, it will be treated as "Untitled"

4. All print entries must be digitally submitted in JPG format as below to http://dispersion.co.nz/projects/hps/ no later than **11pm the Wednesday** before a competition. Make sure you select the print option.

Please do not take FOOD or DRINK near the print stands or the computer/projection equipment

Digital images

1. DIGITAL IMAGES must be in **JPG** format.
   Images must be entered via http://dispersion.co.nz/projects/hps/ **no later than 11pm the Wednesday before a competition.** Please follow the website prompts carefully. Email digital@hendersonphoto.org.nz if you have any issues. The limits for digitally projected images are a maximum of 1620 pixels on the horizontal side and a maximum of 1080 pixels on the vertical side. Please note that these are maximums only and you can resize your images to any dimensions you like within those limits – e.g., 1620 x 1080 pixels for 3:2 landscape format, 1080 x 1080 pixels if you want a square format, etc.

Award Points

Points are recorded when a member receives an award given by the judge for an image submitted into a competition. These points are tallied throughout the year and go toward the points required for members to move up a grade. They also go toward trophy awards at the end of the year.

	Prints	**Projected**
Honours	9 points	8 points
Highly commended	6 points	5 points
Merit	4 points	3 points
Acceptance	2 points	1 point

An extra point is awarded to prints in recognition of the extra effort required in printing and mounting.

Ownership & Use of Images

1. Submitting images (all formats) to a monthly competition **DOES NOT** constitute permission for the society to display or distribute these images in any way whatsoever. An author will always have full control over their image and will be asked for permission to display their image by the society.
2. It will be the responsibility of the member to COLLECT THEIR OWN prints from the stands and/or their digital media device from the convener at the end of the evening's competition.
3. HPS will make every endeavor to protect images supplied to the society, but the society will not and cannot be held responsible in any way should an image or part there of an image, be damaged, copied, distributed or lost in anyway or form.

Always check the rules and the rights of use for any event you enter and any club or competition to which you submit your images.

Respect for photographers and artists, starts with respect for the value and ownership of their craft.

HPS Privacy Matters

HPS follows a policy of strict compliance with the Privacy Act. HPS will not disclose information on members from our membership database other than for normal HPS business.

Click for Index

Trophy Categories

Land/Sea/Cloud/Waterscape

Trophies to be awarded are:

The Olaf Peterson Trophy: - for Best Print. First presented in 1990 by Dave Riddleston in honour of Olaf Peterson (the clubs Patron for many years).

The Ian Powell Trophy: - for Best Projected Image

Image Guidelines:

A Landscape image should include Land, Sea, Clouds and/or Bodies of Water. Landscapes should be a selection of natural scenery as seen from the viewpoint of the Photographer. Typically, people and animals should not be included within the Image. A man-made structure, person, or animal may feature but only to add relevance, or show scale in the scene. If included these features should not be dominant.

Note: Cities, buildings or man-made structures shown as graphical elements of composition are generally not landscapes and should not be included. Unless indicated within the Calendar as Landscape/Cityscape.

Landscapes will be judged under the club's normal competition rules for prints and projected images, using the rules & guidelines within this Handbook. The trophy winners will be selected from the honours images.

Photojournalism (P.J.)

Trophies to be awarded are:

The John Miller Trophy: - for the best photojournalism print. First presented by John Miller in 1989

The Russell Johnson Trophy: - for the best photojournalism projected image. First presented by Russell Johnson

Image Guidelines:

P.J, refers to images about life that tell a story, such as those seen in the news media. A good PJ image will capture a decisive moment in time. They will generally contain people and their portrayal of life. They may include images about contemporary life, illustrative news/sports events, and human-interest stories. The viewers and the judge should be able to immediately interpret the story being conveyed. A title may be added but it should not distract or influence the story. In this genre, the technique, composition, and lighting (although important) remain secondary to the story.

P.J. is judged under the club's normal competition rules for prints and projected images, The Trophy winners will be selected from the honours images displayed on the night.

Portrait

Trophies to be awarded are:

The Vic Hawke Trophy: - for the best portrait printed image. First presented by Vic Hawke.

The Ian James Trophy: - for the best portrait projected image. First presented by Ian James in 2001.

Image Guidelines:

The goal of portrait photography is to capture the likeness of a living person or a small group of people, (e.g.: a family portrait) and typically shot in a flattering manner. They can be formal or candid in pose; taken inside or in a studio setting, or outside, and can include candid images of people in city or street environments. The portrait should communicate to the viewer something about the person/people, their character or their way of life; but not be an action shot. The image may include surroundings if they relate to the sitter, such as showing the sitter's profession, hobby, or environment, but the person/people should be the main focal point and be the dominant part of the image. Images may include a person's pet or animal (e.g.: cat, dog, horse, etc.), but it should be not a standalone image of a domesticated or non-domesticated animal or insect.

Portraiture will be judged under the club's normal competition rules for prints and projected images, using the rules & guidelines below. The trophy winner will be selected from the honours images.

Natural History

Trophies to be awarded are:

The Hosking Cup: - Best Natural History Print - First presented by Rex & Maria Hosking in 1989.

The Geoff Moon Trophy: - Best Projected Image - First presented by Mr Geoff Moon (OBE) (Past Patron) in 1995.

Image Guidelines:

Natural History Photography depicts living untamed animals, insects and uncultivated plants in their natural habitat covering the wide diversity of natural phenomena, from insects to icebergs.

Natural forces such as volcanoes, geology, hurricanes, or tidal waves reclaiming the natural environment, will be accepted, as will the presence of scientific bands or tags on wild animals or birds.

Images of untamed animals, birds or insects, which are photographed in zoos or wildlife sanctuaries, should exclude evidence of human captivation. Fences, bars, cages or other restraints should be excluded from the composition if at all possible, or at least kept to an absolute minimum.

Natural History **excludes** anthropology and archaeology. Caged or domesticated pets cultivated plants & insects, artificially produced plants or animals, mounted specimens or obviously set arrangements, are **not** eligible.

After satisfying the above requirements, every effort should be made to use the highest level of artistic skill and should depict an accurate record of the subject in its natural environment. The photographer must have taken the original image and must not alter the actual main subject within the image, the only manipulation permitted is resizing or cropping, lightening/darkening a distracting background, or lightening/darkening the image as one would have done in a dark room.

No special filters can be applied, and any sharpening must appear natural. These restrictions to manipulation or modification of the image reinforce adherence to the concept of maintaining reality in a natural history image.

Titling: Correct identification of subject is strongly recommended. The use of the scientific, Māori or native and/or proper common names should be used wherever possible. Cute, humorous or other such titles will **not** be accepted.

Natural History is judged under the club's normal competition rules for prints and projected images, The Trophy winners will be selected from the honours images displayed on the night.

Triptych/Diptych

Trophies to be awarded are:

The Doug Crutch Trophy: - Best Printed Set – First Presented 2015

The Marlise Shadbolt Trophy: - Best Projected Set - First presented 2015

Image Guidelines:

Triptych/Diptych is an open subject competition. Members may submit two sets of images. Each set should be either Matted or Projected as one single image. Triptych is a set of Three images that sit together to make a whole. This can be three single images, or one single image cut into three parts. Diptych is two images, or two parts of an image. Both Triptychs and Diptychs can be either one image cut into two or three or two or three separate images that relate to one other in some way. E.g., The same subject from different angles or sides, the same subject at different time or a progression of events.

Triptych/Diptych is judged under the club's normal competition rules for prints and projected images, The Trophy winners will be selected from the honours images displayed on the night.

Macro

Trophies to be awarded are:

Macro Print Trophy: - Best Printed Set – First Presented 2018

The Joan Boggis Trophy: - Best Projected Set - First presented 2018

Image Guidelines:

Macro Images are photos of items taken close to the subject. A good Macro Images is a magnification of the subject that will show detail not often noticed by the naked eye. These images are generally taken with a Macro lens, or with close up filters that allows the photographer to get closer than with a normal lens allows. There are no restrictions of subject matter as long as the subject appears to have been taken from close up. All other club guidelines apply.

Macro is judged under the club's normal competition rules for prints and projected images, The Trophy winners will be selected from the honours images displayed on the night.

Portfolio

Trophies to be awarded are:

The NG Ritchie Cup: - For the Champion Print Set. -First presented in 1964.

The Henderson & Districts Agfa Cup: - For the Champion Projected Set. - First presented in 1964.

The Yvonne Kalman Cup - For Champion Projected Single Image. -First presented by Yvonne Kalman in 1991

The Burgess Cup - For Champion Print Single Image - First presented by Bruce Burgess in 1991.

The Sadgrove Trophy - For Best 'Beginners Entry' Print' - First presented in 1974 in honour of the late Did Sadgrove by her husband Wal. Judging for this award will follow at the conclusion of a supper break and before the Digital Image judging. This award is open to Junior and B grade members only.

Image Guidelines:

The purpose of the portfolio is to display the **versatility** of the photographer by putting together three individual prints **OR** three individual digital images of varying subjects/genre (eg landscape, portrait, still life). Only three images are allowed per entrant, being either prints or digital images but not both. The entry must not include a triptych as this will be considered 3 images not one. The portfolio images should be taken within the last 12 months.

Note: this is the only competition where members can present images that have previously been entered into one of the current year's normal club competitions.

Portfolio is an open subject competition. No grades apply. Juniors through to Salon Grade are all judged equally. All other club competition rules and guidelines apply. The judge will give each entry of 3 images an award (ie Acceptance to Honours) and normal points will be recorded. The print and projected trophy winners will be selected from the Honours entries and the single image trophies will be selected from all of the images presented.

To enter please follow the instructions on the Dispersion website.

On club night prints must be labeled clearly on the back of the image with the order that the member would like them displayed (ie numbered 1,2 &3)

OTHER TROPHIES & CERTIFICATES OF ACHIEVEMENT

Highest total points for prints for the year. Eligibility is limited to A Grade only. First presented in 1963.

Highest total points for projected images for the year. Eligibility is limited to A Grade only. First presented in 1963.

Colin Holloway Cup – Highest total points for prints for the year - Eligibility is limited to Salon Grade Only – First presented in 2017

Anne Burgess Cup – Highest total points for projected images for the year. Eligibility is limited to Salon Grade Only – First presented in 2017

The Presidents Plate - Highest total points in prints and projected images combined for the year. Eligibility is for all grades. First presented by Dalton Dean (The Clubs first President) in 1963.

Most improved photographer throughout the year (Selected by the committee). Eligibility is limited to Junior and B Grade only.

Certificates will be presented to members who attain 5 or more Honours throughout the year.

Trophy Holders Responsibilities

Trophies will be given out at the Clubs At Home meeting in November. Members who receive an annual trophy award must return it by the 1st meeting in October the following year. It is the member's responsibility to return the award to the trophy steward at his or her own cost so it can be cleaned and

engraved for the next recipient. Should a member move out of Auckland the trophy must be returned prior to the member leaving.

Cleaning should only consist of a wipe over with a damp cloth; no cleaning solutions, pastes or abrasives are to be used. Should a trophy be damaged or lost, the recipient must advise the trophy steward as soon as it is possible.

Click for Index

EVENTS THROUGHOUT THE YEAR

Click for Index

Annual General Meeting (AGM)

The Society's AGM is held each year in March. The purpose of the AGM is to elect a new committee and officers (or re-elect the existing members) who run the society's business and events programme. This is also the time for any financial member to present any submissions to the general meeting. Submissions must be presented to the committee no later than 28 days before an AGM. All submissions will be added to the agenda, discussed and voted upon by the general meeting. (Your big chance to have a say) For further advice, please contact a committee member.

The At-home function

This is a great opportunity to meet invited guests and members from other clubs. A guest speaker is usually invited. The best of our prints, audio-visuals & projected images are displayed. This is an informal evening, which concludes with a light supper provided by the Society's members.

Christmas Function

The club holds its end of year Christmas function late November/early December. Please refer to the program for the date and Venue. Timings and costs will be given closer to the date.

PSNZ

The Photographic Society of New Zealand is an umbrella organization providing a wide range of services to individual members, photographic clubs & societies, of which part of your annual fee goes to fund PSNZ.

National Competitions

These are competitions held between all PSNZ Affiliated clubs who wish to submit work. Each club can enter into any of the annual competitions if they so wish. There are 4 interclub competitions in set subjects, which are held at the regional conventions.

National Convention

The National Convention and AGM of the PSNZ is held annually and can be of 3-5 days duration. An affiliated club who hosts this event organizes many activities, guest speakers and photographic events, along with many annual photographic competitions.

Regional Convention

The PSNZ Council has divided New Zealand into three regions and in each region a member club from that Region conducts a 'Convention'.

- Northern Region (North of New Plymouth)
- Central Region (New Plymouth to Wellington)
- Southern Region (South Island)

PSNZ Honour Awards

The Honours Board has been empowered to recommend to Council the following Honours, which the Council may award in the name of the Society:

1. The Licentiateship (LPSNZ).
2. The Associateship (APSNZ).

3. The Fellowship (FPSNZ).
4. The Photographic Society of New Zealand Service Medal.
5. The Honorary Life Membership (Hon PSNZ).
6. The Honorary Fellowship (Hon FPSNZ).

For details on any PSNZ event visit the PSNZ web site (www.photographic.org.nz). As a member of the Henderson Photographic Society, you are affiliated to PSNZ and can access the great resources that are available.

Click for Index