

# ***Delmarva Model Railroad Club, Inc.***

## ***Rules of the Club***

### **I. Changes in the rules:**

- A. Any proposed change or new rule may be proposed by any member to the Board of Directors for consideration, in writing.
- B. The Board of Directors will report the proposed change or new rules to the membership at a regular business meeting for their consideration.
- C. A simple majority vote of the Club membership in good standing will be necessary to carry.

### **II. Types of Special Membership**

- A. Life Members : Those Active Members who have paid into the Club Treasury the equivalent of ten (10) years dues at one time shall be declared Life Members and will pay no further dues to the Club.
- B. Family Member: Those members age twelve (12) years or older in the family of an Active Member who enjoy limited privileges of the Club but are not entitled to vote or hold office. The minor family member must be accompanied by the parent or guardian while on the premissis.
- C. Honorary Member: Those non-members who, by reason of outstanding service to the Club, their official position in the community, or for other outstanding meritorious reasons, be elected Honorary Members of the Club by a vote of the majority of the members present entitled to vote. Honorary Members may not vote or hold office.

### **III. Probationary Period for New Members:**

All new members shall serve a probationary period for six (6) months starting when: the proper fees are received by the Secretary; and Club Acceptance by vote has been completed.

### **IV. Standing Committees:**

The following are Standing Committees of the Delmarva Model Railroad Club, Inc. All Standing Committees shall consist of a chairperson and at least two (2) additional members.

- A. ***House Committee:*** The House Committee shall be responsible for the upkeep and maintenance of the physical property of the Club (excluding layouts).
- B. ***Activities & Publicity Committees:*** The Activities & Publicity Committees

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shall be responsible for the planning and publicity of Club activities, events, and social gatherings of the Club.

**C. *Membership Committee:*** The Membership Committee shall be responsible for the proposal and introduction of new members to the Club.

**D. *Security Committee:*** The Security Committee shall be responsible for the security measures necessary to keep the clubroom, club property, and members property left in the clubroom safe and secure from outside intruders, vandals, and other unauthorized persons.

### **V. Disbursement of Club Funds:**

**A.** All expenditures of Club monies, not covered by a budget, must be approved in advance by a majority vote of the Club at a regular or special business meeting regardless of amount.

**B.** Club funds shall not be used for the purchase of Trains, Rollingstock. or Locomotives.

### **VI. Obligating the Club and Contracts:**

**A.** Only the Officers of the Club, upon the authorization of the membership at a regular or special business meeting of the Club, shall be authorized to sign or enter into contracts with third parties on behalf of the Club.

**B.** All such agreements and/or contracts must be in writing.

**C.** No member has any authority to obligate the goodwill and/or funds of the Club to a third party for any reason. Any contract or obligation so done will be deemed null and void, and unenforceable on the Delmarva Model Railroad Club, its Officers, and its members, both jointly and severally.

**D.** Any work performed, goods supplied, etc., by third parties without the written expressed wishes of the Club and executed by the Officers, in advance, shall be deemed an unconditional, free will contribution to the Club.

### **VII. Smoking:**

No smoking will be allowed.-

### **VIII. Eating:**

No eating will be allowed, except in areas of the Club designated by the House

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Committee.

### **IX. Drinking:**

No drinking will be allowed, except in areas of the Club designated by the House Committee. No ALCOHOLIC drinks of any type are allowed in any Club area.

### **X. Personal Property:**

- A. **Responsibility:** Members are responsible for their own personal property they bring into the Clubrooms. If any member departs from the club, or is no longer a member, they must take any and all of their personal property with them. The Club will appropriate property that is left behind by *former* members after a period of no less than 180 days.
- B. **Lockers:** As the Club has some small lockers available, members may use them at their own risk as long as they remain paid up active members of the Club. Members who choose to use a locker must affix a tag, name plate, or label on their locker with their name on it. Locks may be used as desired. From time to time, the Officers of the Club may check lockers for the proper identification, and current member status. If a locked locker is found with no identification, or claimed by a non-current or non-active member, the locker may be assumed abandoned and the lock may be cut off and the contents appropriated by the Club.
- C. **ID Codes:** An ID code system for identification of personal property (generally RR cars and Locomotives) has been established and will be used by all members. Any item permanently installed on any club property shall be deemed an unconditional, free will contribution to the Club.

### **XI. Responsibility:**

The Delmarva Model Railroad Club is not responsible for any personal property of Club members, guests, or visitors left on Club premises.

### **XII. Conduct:**

Realizing that we are adults and our property owner is a religious organization, we should conduct ourselves accordingly.

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### **XIII. Guests and Volunteers:**

- A.** Members must declare that they have a guest or volunteer on club property to the highest ranking Club Officer or Board member present as soon as they arrive with their guest or volunteer, and state the purpose of the guests or volunteers visit.
- B.** Members are responsible for all of their guests and volunteers as long as the guests or volunteers are on club property.
- C.** Guests under the age of 18 are not permitted on club property unless a family member accompanies them.
- D.** The accompanying family member must not leave guests under the age of 18 alone on club property for any reason.

### **XIV. Housekeeping:**

- A.** Members shall be responsible for housekeeping in their respective work areas.
- B.** The House Committee shall maintain the general housekeeping of the Club. Club members are required to assist with any clean-ups.

### **XV. Keys:**

Keys to the Clubroom will be available to members upon meeting the following:

- A.** Must be an Active, Charter, or Life Member in good standing.
- B.** Must be a member for at least six (6) months following acceptance by the membership.
- C.** Must be able to demonstrate a need for a key to the CEO of the scale they are in
- D.** Must be able to demonstrate to the CEO of the scale they are in and the chairman of the Security Committee, how to open up and secure the club room and building without coaching.
- E.** Pay a refundable deposit of \$25.00 per set of keys to the Treasurer.

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- F. Must come before the Board of Directors for a review and a final decision.

The Security Committee will maintain an up-to-date list of members who have keys to the Clubroom. This list will be posted in the Clubroom.

### **XVI. Procedures for Complaints:**

All complaints against any member of the Club shall be submitted, in writing, to the Board of Directors, explaining the nature and circumstances, and must carry the signatures of those making the complaint. No anonymous complaints will be accepted.

### **XVII. Responsibilities of Members:**

Members of the Club shall have the following responsibilities, subject to limitations of member type.

(An Eligible Voting Member and a Member in Good Standing is one who's dues are current, and has attended one half of the business meetings in the current fiscal year.)

- A. Maintenance of member in good standing status by paying dues as specified.
- B. Adherence to the Club Bylaws and Rules.
- C. Attendance at Club meetings and other functions.
- D. Participation in Club activities.
- E. Promoting Club goals and activities.
- F. Voting on Club business.
- G. Acceptance of “majority rule” concept when counter to one’s own desires.
- H. Cooperation with others.
- I. Honesty and integrity and respect for the rights and property of others.
- J. Reasoned and timely opposition or objection to Club activities, policies or goals.
- K. Performance of duties and tasks to which one may volunteer.
- L. Members that bring guests and/or volunteers to the club are responsible for all of their guests and/or volunteers as long as the guests and/or volunteers are on club property.

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### **XVIII. Fees and Dues:**

#### **A. Dues:**

Regular membership dues shall be eighty dollars (\$80.00) per year.

#### **B. Application Fee:**

The application fee for any type of membership shall be twenty dollars (\$20.00).

#### **C. Reinstatement Fee:**

The Reinstatement Fee for any type of membership shall be ten dollars (\$10.00).

### **XIX Emergency Contact:**

An Emergency Contact List for all Club Members shall be posted in the Library. This list shall contain the name and phone number of at least one emergency contact for each Club Member who may be called if there is an emergency involving that Club Member.

The Club Secretary shall be responsible for supplying a form for the Emergency Contact List and ensuring that it is posted in the Club Library.

It is the responsibility of each Club Member to enter their required Emergency Contact information on said form, and to keep that information up to date.

### **XX Annual Meeting:**

The Annual Meeting of the Club for the purpose of electing Officers, Directors, and any other such business as stated on the "Notice of Annual Meeting" shall be the first Wednesday of March of each year.

### **XXI Fiscal Year:**

The Fiscal Year of the Club **for IRS purposes** shall begin on October 1 and end on September 30. However, for internal ease of operations (budget, allocated funds, etc.) the club will operate on the calendar year basis.

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### **XXII Quorum:**

A quorum at any general meeting shall be twelve (12) members in good standing. If membership drops below thirty (30), it shall be one-third (1/3) of the membership in good standing.