

**CALDWELL MODEL RAILROAD CLUB
AND HISTORICAL
SOCIETY
BYLAWS AND RULES OF PROCEDURE**

Article I: Identification

Section 1: Name

The name of this organization shall be CALDWELL MODEL RAILROAD CLUB AND HISTORICAL SOCIETY (CMRC&HS).

Section 2: Organization

The group is a voluntary, not for profit organization of individuals who foster an interest in model railroading and preserving the history of railroading.

Section 3: Purpose

The primary purpose of CMRC&HS is to promote the hobby of model railroading and preserving the history of railroading through the free exchange of information between members, the community, model railroaders at large and railroad historians.

Section 4: Objectives

A: To expand the knowledge and skills of its members, the youth of the community and others in the hobby of model railroading and the history of railroading.

B: To encourage a free exchange of model railroading technical information and model building techniques by its members.

C: To provide adequate communication to keep members abreast of current events in the model-railroading hobby that will be beneficial to them.

D: To promote the education of, and help expand the knowledge of its members and others in the community about the historical and current role played by the railroads in the community and country.

(i): Research into all aspects of railroading in the Treasure Valley. *(ii):* Prototype equipment construction and painting

(iii): Prototype operations to show the purpose of railroads in this area to include agriculture, mining etc.

(iv): Preservation of existing notable historical structures and memorabilia to include stories, photos and items of interest.

Article II: Membership Section

1: Eligibility

Any individual interested in the purpose and objectives as stated in Article I may become a member upon approval of the membership in one of the following classes:

A: Regular Members

Regular members shall be defined as any member who pays dues as set by the club; Regular members are entitled to all benefits of membership. Building and club room keys may be issued at the discretion of the BOARD OF DIRECTORS.

B: Associate Members

Associate members shall be defined as spouse and/or minor children of a regular member.

(i): Associate members are entitled to all benefits of membership except hold office, vote on club matters or be issued building and room keys.

(ii): Associate members may choose to pay dues and become a regular member.

C: Student Members

Student members shall be defined as members between 13 and 18 years of age and those that are full time college students. Youth 13 to 18 years of age must be sponsored and accompanied by a Regular Member at all times.

(i): Student members are entitled to all benefits of membership except hold office, vote on club matters or be issued building and room keys.

(ii): Student members may choose to pay dues and become a regular member.

Section 2: Members in Good Standing:

Members who maintain their membership by qualification and payment of dues as required under the Bylaws shall be considered in good standing and entitled to full privileges of membership.

A: Any member who is two or more months behind on dues will be considered to not be in good standing, will lose the right to vote or have keys to the building, and be notified by the BOARD OF DIRECTORS. Also, see **Article III Section 2 Paragraph A**.

Section 3: Applications

Applications for membership shall be made on the CMRC&HS application form, which can be provided by any member.

A: All members whose applications have been accepted will serve a probationary period of 120 days. During the probation period, they will be entitled to all benefits of membership except voting on club matters and building and room keys.

Section 4: Committees

The club president shall appoint committee chairpersons. All committee chairpersons shall report to the club president. All suggestions or changes will be coordinated through the committee chairperson.

Article III: Finances

Section 1: Fiscal Year

The fiscal year of the CMRC&HS will be the calendar year unless otherwise established from time to time by the membership.

Section 2: Organization Dues

Membership dues shall be established by a majority vote of the club membership for REGULAR MEMBERS. ASSOCIATE and STUDENT MEMBERSHIPS shall be free. Membership dues will be paid to the CMRC&HS Treasurer.

A: Delinquency

Regular members who are two or more months behind on membership dues will be considered delinquent. The Secretary, after being notified by the Treasurer, shall send a letter to any member who is delinquent. Also see Article II Section 2 paragraph A

(i): Any member who is unable to pay dues because of personal hardship i.e. loss of job, etc. may at their discretion, contact a member of the BOARD OF DIRECTORS privately and the BOD will meet or communicate and if agreed may pardon the non-payment of dues and extend the right of REGULAR MEMBERSHIP to that individual at no charge for a period agreed upon by both parties. At the date agreed upon the member must contact the BOD if they still cannot meet the membership dues requirement, the BOD can either extend or revoke the pardon. All records will show the member is current in dues and all information provided by the member will be considered PERSONAL AND PRIVATE and kept as such.

Section 3: Initiation Fees and Assessments

Initiation fees and assessments may be imposed from time to time by a majority vote of the club membership. Initiation fees, if imposed, will be equivalent to 1 month's dues.

Section 4: Reserves

A: Operating Budget:

The treasurer will hold back sufficient funds to cover 6 months operating budget to provide a cushion for income variability and other unexpected expenses. To go below this amount will require membership approval.

B: Building Fund:

The building fund will target an amount of 1% of the assessed value per year or .08% of the assessed value per month (Assessed value as of 2015 is \$120,000). The treasurer will hold these funds in the building maintenance fund.

Until the fund reaches a total of \$3000, 50% of the monthly income after non-discretionary expenses or .08% of the assessed building value, whichever is greater will be placed into the building fund. The Building fund does not have a maximum amount, so as to be able to cover large expense such as a new roof, after reaching \$3000, 1% of assessed value will be added annually to the building fund, this will be added to the building fund on a monthly basis.

Article IV: Organization and Structure

Section 1: Officers

The elected officers are President, Vice President, Secretary, Treasurer and Liaison to Friends of the Depot. The Board of Directors (BOD) will consist of the elected officers.

Section 2: Terms of Office

A: If it becomes necessary for the president to resign the office during the two years of his elected term the vice president will assume the office of president and call for nominations for the office of vice president at the first business meeting following the resignation.

(i): The election of the vice president will be at the business meeting two months after nominations.

C: If it becomes necessary for any other officer to resign the office during the two years of his elected term the president will appoint a substitute to the office and call for nominations to the office at the first business meeting following the resignation.

(i): The election for the vacant office will be at the business meeting two months after nominations.

Section 3: Eligibility

Any regular member who has given assurance that, if elected, will diligently carry out the duties of the office.

Section 4: Elections

Elections will be held at the February Business Meeting of even numbered years. Elections will be by secret ballot. Any member unable to attend the election meeting may submit a vote in writing to the Secretary prior to the meeting.

(i): The candidate receiving the highest number of votes will be considered "elected". (ii): Write in votes will be permitted as long as the individual being written in DOES NOT decline the office

A: Nominations

Nominations for elections will be made at the December and January business meetings immediately prior to the election.

Section 5: Meetings

Operating and work meetings are held each Wednesday from 7 to 9 PM and each Saturday from 1 to 4 PM. The first Wednesday meeting of each month will be the formal Club Business Meeting.

A: Special Meetings

Any member of the BOD may call a special business meeting for matters of an important nature that cannot wait until a regularly scheduled business meeting.

(i): In the event a special business meeting is called the members must be notified to insure a quorum is present.

Section 6: Quorum

A quorum will consist of two elected officers and all members present at regularly scheduled meeting.

Article V: Legal

Section 1: Liability

No liability of any kind for damages arising from errors or omissions in the making up recording or communication of programs or information concerning them shall attach to officers or members.

Section 2: Power and Authority

CMRC&HS will have no power or authority over its members, other than set forth in this document. Neither CMRC&HS nor its officers shall be responsible for the actions of any of its members.

Section 3: Club Assets

A: Layout

All track scenery, buildings, structures, automobile and figures placed on club layout become the property of the Caldwell Model Railroad Club.

B: Rolling Stock and Motive Power

All club members' personal rolling stock and motive power share remain their personal property whether on the layout or not. Member should mark their personal property appropriately.

C: Exceptions

Exceptions to section 3 can be done in writing with the approval of the BOD prior to placement of items on the layout.

Article VI: Conduct of Members

Section 1: Language

Members shall use socially acceptable language for a mixed audience at all times when in the presence of other members or guests when at the club house or club functions.

Section 2: Respect

Respect other members and guests and their property at all times when at the club house or club functions.

Section 3: Equipment

Members using other members' equipment shall inform owner of said equipment of any malfunction or damage so the owner may repair or remove it from use.

Section 4: Member Discipline

The BOD may expel any member from membership if the member does not adhere to the above code of conduct.

Section 5: Firearms

No firearms are permitted in the club house, regardless of owners permits to carry, with the exception of non-club hours where club member in good standing has the appropriate concealed weapons permit and is alone at the club house. Club hours include, meetings, open house, schedule maintenance time or any other club authorized event.

Article VII: Discipline

Any member having a grievance concerning club business shall present it to the BOD in writing. The BOD will attempt to solve the grievance or take it to the membership for solution.

Article VIII: Amendments

Any amendments to these Bylaws will be submitted to the BOD in writing. The BOD will present it to the membership with recommendations. The membership may discuss the amendment and will vote on their acceptance.

Article IX: Dissolution of the Organization

The organization may be dissolved by a majority vote of the BOD at which time the remaining funds, if any, in the Treasury will be transferred to another organization affiliated with railroading, modeling or history.