

New Mexico Rail RunNers

CLUB RULES

Adopted March 22, 1990
Amended March 25, 1993
Amended April 28, 1994
Amended January 28, 1996
Amended April 23, 1998

The following Club Rules are hereby adopted, and are subject to revision by a vote of a simple majority of the Regular Members present at a Business Meeting or by a simple majority vote of the Officers. Violation of Club Rules 3, 7, 8, and 13 shall be handled as follows:

- If a competent Officer determines that the actions of a Member or anyone under the Member's control is in flagrant and ongoing violation of any of the above cited rules, that person shall:
 1. Inform the Club Member which Club Rule is being violated and ask him or her to remove that person(s) from the general area of the activity.
 2. Subsequently, but before the next Business Meeting, submit a confidential, written report of the incident to the Officers.
- The Officers shall conduct an inquiry into the event and develop a course of remedial action in accordance with NMRR By-Laws, Article IV, Section 8. All parties to this written report shall remain in confidentiality, and it shall not be shown to, or signed by other witnesses or otherwise disclosed.

Rule 1. LOG – a log shall be maintained at all Club meetings and work sessions. All Members shall sign in and must sign in any visitors they may bring.

Rule 2. SECURITY – Members entrusted with Club property shall ensure it is properly secured before departing the area. Prior to public showings, the appointed Show Dispatcher/Coordinator will devise a plan detailing security procedures to be used during the show. The plan will be presented to the Membership and approved by a majority vote of Regular Members present.

Rule 3. CLEANLINESS AND SAFETY.

- a. Each General Member shall maintain the cleanliness of his or her area of activity as well as the general cleanliness of any area of Club activity. With respect to persons under their control or sponsorship, each Member shall ensure that all trash is properly discarded after use, that all spills are cleaned up immediately, and that general clutter (toys, paper, etc.) is kept to an absolute minimum and not left underfoot.
- b. Each Member shall be alert to potential safety hazards posed by the Club's activities and take prudent action to correct them.
- c. Animals (pets) shall not be brought to any Club event or activity. The household pets of a member hosting a meeting at his or her house are not covered by this rule; however, the host is encouraged to physically restrict pets from the meeting are in deference to Members who may have allergies or aversions to animals.

Rule 4. DUES – Annual Club dues shall be as follows (effective 1 July 1993):

- Regular Members \$25.00
- Affiliate Members \$ 7.50

Rule 5. NEW MEMBER FEE – The New Member fee shall be as follows:

- Regular Members \$15.00
- Affiliate Members \$ 7.50

The New Member fee shall be payable as specified elsewhere. This fee shall cover Club Membership expenses, cost of Club modules, etc.

Rule 6. GROUP MEMBERSHIPS.

- a. **FAMILY** – A family may hold one (1) Regular Membership and an unlimited number of Affiliate Memberships (for family memberships in effect prior to 30 June 1993, the principal member may elect to follow the original **Rule 6.**, which allows two (2) Regular Memberships and an unlimited number of Affiliate Memberships to be held). Annual dues in either case shall be an amount equivalent to one (1) Regular Membership and two (2) Affiliate Memberships. The New Member Fee shall be equal to one (1) years Family Membership dues. Voting provisions remain unchanged. For the purposes of this provision, current U.S. Personal Income Tax (IRS) laws define Family/dependency rules.

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- b. BUSINESS – A business may hold a special class of non-voting membership upon payment of annual dues equivalent to two (2) Regular Memberships. There is no New Member fee for this class of membership, and the Club shall not provide New Member items to the Business Member. The Business Member may participate in Club meetings and activities and may designate its employees to represent the business at all functions.

Rule 7. INTOXICANTS – No intoxicants are permitted at Club or Officer meetings, Club sanctioned work sessions, or at public shows. They may be permitted at social functions provided a simple majority of Regular Members agrees it is appropriate. The Club shall not be responsible for any loss or damage as a result of its Members consuming intoxicants. Illegal substances will not be tolerated and use or possession thereof at Club Functions is grounds for Dismissal.

Rule 8. PERSONAL CONDUCT – All Members shall conduct themselves so as to not bring discredit upon himself or herself, the Club, or the hobby in general. Profane speech, offensive gestures, and clothing or other items having inflammatory, vulgar, or otherwise objectionable words, illustrations or markings are discouraged at Club Activities and will not be tolerated at Public Shows.

Rule 9. MODULE SPECIFICATIONS.

- a. All modules must meet *NTRAK* specifications for all required features. Where optional features are included, the module must conform to the applicable specification as set forth in the *NTRAK* standard.
- b. The Club has adopted the alternate (10”) location for “Branch Line” placement; however, the Club will make provisions to include standard (17”) “Branch Line” modules in the layout.
- c. Each standard module (or group) must have two “C” clamps.
- d. Each module owner shall provide a drape and a method for its attachment to the lower edge of the front profile board of his or her module. The drape should be made of plain material (harvest gold preferred), extend to within two inches (2”) of the floor, and be constructed so as to hang loosely (as a curtain).
- e. The Club shall appoint a minimum of four (4) and up six (6) Regular Members to constitute a Standards Committee. This committee shall conduct initial, annual, and periodic inspections of all Club- and Member-owned modules to verify compliance with Club Standards, *NTRAK* Standards, and other applicable directives. Modules that pass inspection shall be issued a certificate of compliance. The Standards Committee will also conduct inspections of “visitor” modules for compliance with *NTRAK* Standards prior to public shows. The Standards Committee shall also monitor changes in *NTRAK* and NMRA Standards, and develop, propose and implement changes in “NMRR Standards and Recommended Practices.”
- f. The Standards Committee Authority.
- 1) Committee shall do a rough inspection on track, electrical and framework of new modules before scenicing is done. It is the responsibility of the builder to make arrangements with the Committee for inspection.
 - 2) Members of the Standards Committee upon finding issues, while investigating complaints from the Membership, shall issue a noncompliance tag, one affixed to the module and one kept by the Officers. After deficiencies have been corrected and inspected by the Standards Committee, the module will then again be eligible for show display.

Rule 10. OPERATING RULES – The following rules shall apply for operation at Public Shows and other Club operating sessions. The Show Coordinator or his or her designated substitute shall handle infractions on the spot and shall have final word during the event, unless relieved of his or her duties by the President.

- a. A Show Coordinator will be appointed on a voluntary basis to oversee all significant activities in setting up and conducting the event.
- b. All participants shall assist in preparations, transportation to and from, setup, operation, and teardown of modules and ancillary equipment (exclude Members with medical disabilities or limitations).
- c. No person shall set up, take down, or operate rolling stock on the diorama (non-community property) trackage of another module owner without the owner’s permission.

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- d. No person shall leave rolling stock running or stopped on community property tracks unless another operator has agreed to watch it.
- e. Participating Members are to take scheduled shifts ending the throttles and watching Club and Member's property at public shows.
- f. Visitors and guests may operate on the Club Layout in accordance with these rules and at the discretion of the Show Coordinator.
- g. Visitors may include their own modules subject to prior approval, adherence to Club rules and *NTRAK* Standards, and upon successful completion of a standards inspection conducted by a Standards Committee Member, the Show Coordinator, or Club Officer. When including their module(s) in a Public Club display, visitors shall show the Show Coordinator proof of current affiliation with another *NTRAK* club which grants reciprocal right to Club Members, or pay a \$5.00 fee to the Club to help defray the cost of liability insurance. This provision does not apply to setups at joint shows, regional and national meets, etc., where modelers from two or more organizations assemble a layout.
- h. Modules may not be removed from an operating Club Layout prior to the agreed upon takedown time, unless provision is made by their owner to substitute a "bridge" or other *NTRAK* module in their place.
- i. Members shall not set up or take down modules (including sky boards, skirting, sneeze guards, signs, privately owned connector track, throttles or control panels; or unplugging internal-to-the-module wiring) or other property belong to other members unless specifically directed to do so by the owner or Show Coordinator.

Rule 11.

CLUB OWNED MODULES.

- a. Club owned modules shall be set up, operated, taken down, transported, and stored in a common-sense manner and in accordance with the instructions established by the Treasurer.
- b. The Treasurer is the ultimate "custodian" of the club owned modules. To handle day-to-day issues concerning a modules' operability, structure (including electrical work), scenery, and track work, a module "Mayor" shall be appointed from among the Regular Membership.
- c. The module Mayor shall plan and organize new construction, repairs, and routine maintenance for the module. The Mayor shall ensure that plans and subsequent work are done in accordance with Club Standards (ST) and Recommended Practices (RP).
- d. The Mayor shall detail plans for changes in track work (except one-for-one replacement) or changes in the overall theme of the module. Work shall not proceed until the plan is approved by a simple majority of the Regular Members present at that Business Meeting. Minor scenery modifications or additions may proceed without further discussion if funding has been approved.
- e. No member or group of members other than the Officers has the legal authority to financially obligate the Club or the Officers; they may not "charge" purchases in the Club's name.
- f. Mayors shall develop a budget and obtain funding authorization before embarking on any work other than emergency repairs or minor (less than \$20.00) modifications or additions.
- g. Once planned expenditures are approved, Mayors may either:
 - 1) Make purchases with their own funds and obtain later reimbursement from the Treasurer.
 - 2) Obtain a check from the Treasurer *in the exact amount, made out to the supplier.* To exercise option 2), the Mayor must first obtain an exact written quote, including taxes, from the supplier. In all cases, the receipt must be retained and turned over to the Treasurer.
- h. No member shall solicit purchase discounts or contributions of materials in the Club's name from commercial sources, except that the purchaser may inform the seller that the purchase is "for an NMRR Club module." Discounts that are volunteered by the seller may be accepted.
- i. During periods when regular work sessions are being conducted, Mayors shall provide the *NTrakage Writes* Editor with a 30-day plan detailing work to be accomplished in the next calendar month. The Editor shall publish the information so that discussion can occur and so that members may know where their talents are needed.
- j. Mayors are encouraged to place a list in proximity to the module detailing work to be performed and materials needed. Members are encouraged to donate materials whenever possible in order to keep Club expenses at a minimum.

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Rule 12.

NEWSLETTER PUBLICATION AND DISTRIBUTION

- a. The official name of the Club's periodical publication shall be *Ntrackage Writes*. The newsletter shall be distributed, free of additional charges, to each Regular Member in good standing and each Business Member. Distribution is the responsibility of the Editor and shall be via USPS mail, e-mail, or in person. When a Family Membership includes two (2) Regular Members residing at the same address, only one newsletter will be mailed to that household.
- b. The newsletter shall also be distributed free-of-charge to the Editors of *NTRAK* Newsletter, NMRA/RMR Callboard, NMRA Bulletin-Wayfreight and other organizations and publications as determined by the Officers.
- c. The first issue after the Annual Meeting shall also be distributed to all Honorary Members and Regular Members in leave-of-absence status.
- d. The newsletter may also be distributed free-of-charge to local hobby shops, other clubs, and to prospective members who provide name and address to the Editor. Free distribution to prospective members shall normally not exceed three issues to any one person or address. Free distribution to clubs outside the local area shall be on a reciprocal basis or via subscription.
- e. Anyone may obtain a twelve-issue subscription to the newsletter for \$12.00 (\$18.00 foreign).
- f. Regular Members may make a reasonable number of photocopies of the newsletter for personal use and for occasional distribution to friends and potential members.
- g. The Editor of the newsletter is entitled to receive reimbursement for all reasonable out-of-pocket expenses incurred in developing, printing, and distributing the newsletter. Under no condition will the Club pay publication (author or copyright) fees for any material used.

Rule 13.

MEETINGS – The following rules shall apply to all Meetings described under NMRR By-Laws, Article II, Section 3.

- a. Club meetings other than Work Sessions: Attendance at Club Meetings is not “time with Dad/Mom”. Please don't abuse the good nature of your Host with your “babysitting” responsibilities! A child should not be brought to Meeting unless he or she:
 - 1) Has an overwhelming interest in Club business, and
 - 2) Is physically capable of sitting still with the parent, and
 - 3) Is able to maintain proper decorum for two (2) hours without needing to be reprimanded, entertained, or otherwise occupied, and
 - 4) Has been fed an adequate dinner before arriving.
 - 5) Special exception to this Rule is made for meetings held in conjunction with specific social events, however proper control during the event and quiet supervision during the brief Business Meeting are still required.
- b. Work Sessions:
 - 1) Affiliate Members of at least 12 years of age may attend Work Sessions accompanied by their Adult member sponsor
 - 2) Without exception, non-member minors (under 18 years of age) and Affiliate Members under 12 years of age are barred from Work Sessions where the primary activity is “heavy” construction of modules or facilities (normally evidenced by the use of power saws and other woodworking equipment).
 - 3) No one under age 16 years of age shall operated power tools at any Work Session. No one under 18 years of age shall operate power saws or drill presses.
 - 4) When not otherwise prohibited by 2) or 3) above, Affiliate Members under 12 years of age may attend Work Sessions with explicit permission of the Officers. Normally, permission will not be granted unless the child is actively working with his or her Adult Member sponsor on a privately owned module.