

Grand Rapids Model Railroad Historical Society Incorporated



STANDARD OPERATING POLICY

Amendment proposal April 3, 2008

1. MEMBERSHIP

Any person seeking individual membership must be at least 16 years of age, attend a minimum of four (4) meetings and submit a completed membership application along with payment of an initiation fee (refundable if application is not approved, see 6.5 SPECIAL FEES below). In addition, the applicant must either show proof of membership in the National Model Railroad Association or proof of application for NMRA membership, before he/she will be elected to membership per ARTICLE III section 1 of the Societies Bylaws. Failure to keep NMRA membership current will result in automatic suspension of GRMRHS membership.

2. REGULAR MEMBERSHIP

Any person qualifying as an individual regular member shall be entitled to all privileges, full voting rights and shall be allowed to participate in all functions of the society. Regular members shall also qualify to hold any elected office.

2.1 FAMILY MEMBERSHIP

Family membership shall be available only to REGULAR members in good standing and may include any number of family members who are at least 13 years of age and who are included as NMRA family members. Each included family member shall have all rights and privileges of ASSOCIATE MEMBERSHIP (see 3. ASSOCIATE MEMBERSHIP) below. Special dues rate shall apply (see section 6.2 FAMILY MEMBERSHIP) below.

3. ASSOCIATE MEMBERSHIP

Associate membership shall be available to anyone who meets the requirements of section 1, above. Associate members (excluding family members) may vote only for directors at annual meetings, participate in work sessions during regularly scheduled sessions or whenever regular members are present and may participate in scheduled operating sessions.

This membership class shall be available only to those members in good standing who met the requirements of this class prior to the date of approval of the “Amended Standard Operating Policy” or to family members of regular members who meet the requirements of section 2.1.

4. MEMBERSHIP STATUS CHANGE

Any member in good standing may place his/her membership on hold for three months or more by submitting a Membership Holding fee, see 6.5 SPECIAL FEES below. The member on hold will receive all mailings and will maintain his/her voting rights but may not attend more than one meeting during any three month period.

5. GUEST ATTENDANCE

Members may have guests at any time (no children under 12 years of age) however, any person attending as a guest will be allowed to attend no more than four (4) meetings without applying for membership.

6. PAYMENT OF DUES

Dues shall be payable monthly at the following rate for each membership status:

6.1 REGULAR MEMBERSHIP

Twenty dollars (\$20.00) per month due at the first meeting of each month.

6.2 FAMILY MEMBERSHIP

Five dollars (\$5.00) per month for each participating family member in addition to the Regular Member Dues.

6.3 ASSOCIATE MEMBERSHIP

Ten dollars (\$10.00) per month due on the first meeting of each month.

6.4 SPECIAL DISCOUNTS OR ASSESSMENTS

A ten percent (10%) discount will be given if full year dues are paid in one payment.

A five percent (5%) discount will be given if one half year dues are paid in one payment.

The GRMRHS will, if requested, pay a members NMRA annual dues allowing the member to reimburse the GRMRHS at the rate of 1/12 of the dues amount added to the monthly payment of the GRMRHS dues.

6.5 SPECIAL FEES

A \$ 35.00 Initiation fee will be required with application for membership.

A \$ 35.00 Holding fee will be required to place membership on hold.

7. SOCIETY FACILITIES

The Societies facilities shall be open to the membership each Tuesday or at other times by approval of the Board of Directors.

The first Tuesday of each calendar quarter shall be set aside for the purpose of conducting regular business activities.

7.1 PUBLIC ATTENDANCE

The public shall be allowed to attend during the fourth week only except at the discretion of the Board of Directors. It is permissible to have children in attendance at our open meetings only. It is not feasible to have them attend on other meeting nights.

8. EXPENDITURES

All expenditures shall be subject to approval by the Board of Directors and all disbursements for approved expenditures shall be the responsibility of the treasurer who shall also maintain full accounting of all transactions.

9. LAYOUT CONSTRUCTION

All construction shall conform to the standards of the Society as set forth by the standards committee for each discipline (track, scenery, structures etc.) and shall be done only in accordance with the master plan as approved by the regular membership.

Any member may work on the layout at any time, subject to the restrictions of membership status, so long as all work performed conforms to the appropriate standard and meets the requirements of the master plan as approved by the membership.

10. STANDARDS COMMITTEES

Committees shall be formed to establish construction and maintenance standards for the following:

- Track materials and construction
- Electrical systems, including controls and lighting
- Scenery methods and materials
- Structure design and construction
- Bridge design and construction
- Benchwork design and construction

11. NEW WORK OR CHANGES TO PREVIOUS WORK

New work or changes of any kind to existing scenery, bridges, trackwork, etc. MUST be approved by a majority of the Board. The electrical department shall be consulted prior to making any decisions that affect their work.

12. WORK GANGS

Work gangs shall be established to accomplish layout construction and building maintenance. Each "gang" shall have a regular member as Superintendent and shall be responsible for all construction and maintenance within its specified jurisdiction:

- Roadbed and track
- Electrical systems
- Scenery
- Structures (except bridges)
- Bridges
- Benchwork