



# BY-LAWS

**ROCHESTER MODEL RAILROAD CLUB, INC.**

**150 Clinton Avenue South**

**Rochester, NY 14604**

**[www.RocMRRC.com](http://www.RocMRRC.com)**

Adopted December 3, 1951

Revision: May 24, 1993 (Article III only)

Revision: June 16, 2003 (Article VI only)

Revision: June 3, 2011 (Article II Section 6, and Article V Section 1)

Revision: September 21, 2015 (grammar & spelling corrections, clarifications in several sections.)

**ARTICLE I:** The name of the organization shall be the "ROCHESTER MODEL RAILROAD CLUB, INC."

**ARTICLE II:** The purpose of this organization shall be to:

- a. Teach, educate, and inform persons interested in the hobby of model railroading.
- b. Promote greater fellowship among model railroaders.
- c. Advance the hobby of model railroading whenever and wherever possible.
- d. Build and operate a model railroad to be known as: "THE SENECA VALLEY LINES".

**ARTICLE III: Membership:** Members are expected to have an interest in the hobby and believe and work in any facet of the Club or its sponsored events to achieve its Purpose (Article II). It is considered an honor and privilege to work and operate on the Seneca Valley Lines.

**Section 1:** There shall be five categories of memberships: Senior, Associate, Junior, Social and Honorary.

**Section 2:** All categories shall be subject to the following:

- a. Application: A written application form and financial obligation for the category desired shall be submitted to the Board of Officers. Upon approval, the applicant shall be considered a probationary member. (See Table)
- b. Probation: The probationary period shall apply only to the Senior, Associate, and Junior categories for a minimum of six months from the date of application. During this time all benefits of the applied for category shall be enjoyed, except the right to vote. At the conclusion of the probationary period, the Club membership will vote to approve or reject the applicant according to the By-Laws. If approved, a nametag and patch will be provided. The initiation fee will be refunded to a rejected applicant if a nametag has not yet been made. Only one probation period need be served. During the probationary period, the member is expected to attend and participate in meeting nights and club events regularly in order for the membership to get to know them.
- c. Financial Obligation: To be paid according to the schedule determined as an Amendment to the By-Laws. (See Table)
- d. Leave: The Board of Officers may grant a leave of absence of up to, but no more than, one year to a member in Good Standing upon written application explaining the reason for leave. During such leave, financial obligations and benefits will be suspended.
- e. Good Standing: Is a member who abides by the rules of the Club and whose financial obligations are paid to date. A member who is one pay period in arrears shall be notified by the Secretary in writing, forfeit all benefits and be automatically removed from Good Standing. A member two pay periods in arrears or not abiding by the rules is subject to termination by a Board of Officers decision and notified as such by the Secretary in writing.
- f. Termination: Any member terminated must wait two years from the dismissal date before reapplying.
- g. Schedule of Provisions of Membership Categories: Govern all categories. (See Table) Special clarifications are in succeeding Sections.
- h. Special provisions may be made by the Board of Officers to better the Club in meeting its purpose as stated in Article II.

**Section 3: Senior Membership**

- a. One who is expected to actively participate in or at any aspect of the club, including meetings, operations, planning, functions, fund-raisers, events, etc.
- b. May sponsor only one non-family junior member.
- c. Is eligible to receive a key at the discretion of the Board of Officers, subject to the member paying a refundable key fee of \$25. Said key must be returned to the Board of Officers upon a change of membership category or termination of membership in the club.

**Section 4: Associate Membership**

- a. One who is able to actively participate in most aspects of the club, including meetings, functions, fund raisers, events, etc., but may not participate in election of officers or planning.

**Section 5: Junior Membership**

- a. One who is expected to actively participate like a senior member but because of his/her age is restricted.
- b. Shall be sponsored by a senior member in good standing who is responsible for conduct, interest, and financial obligation.
- c. In the event that a junior member is sponsored by a non-relative senior member, it is strongly recommended that a parent or guardian accompany and supervise the junior member while on club premises or involved in club activities. Membership at the Associate level is encouraged.

**Section 6: Social Membership**

- a. One who is unable or does not wish to actively participate as a senior member but does desire to have a relationship with the Club.
- b. Social memberships are no longer offered after July 1, 2011. Those currently having a Social Membership may remain on the rolls as long as the member pays the applicable dues.

**Section 7: Honorary Membership**

- a. Honorary membership may be granted to those individuals who have made a significant contribution to the club subject to approval by a general meeting vote of the membership.
- b. Are not eligible to vote and are not required to pay dues.

**ARTICLE V: Board of Officers**

**Section 1:** The Board of Officers shall consist of the five elected officers of the club.

**Section 2:** The Club president shall be the chairman and the Club secretary shall be the secretary of the Board.

**Section 3:** The day-to-day business and the property of the Club shall be managed by the Board.

**Section 4:** Meetings of the Board may be called by the chairman at any time. The secretary or a majority of the board acting jointly may call a meeting. Members of the Board shall be notified of the time and place of all meetings at least three days in advance.

**Section 5:** A majority of the Board shall constitute a quorum for the transaction of business. A majority of a quorum shall be sufficient to pass any action brought before the board, subject to approval by a general meeting vote of the membership.

#### **Article VI: Officers**

**Section 1:** The Officers shall be: President, Vice-President, Secretary-Treasurer, Superintendent, and Chief Engineer, and shall constitute the Board of Officers.

**Section 2:** The President is the executive officer of the Club and shall also be known as the General Manager of the Seneca Valley Lines. He will preside at all meetings. The President shall also be responsible for appointing committee chairs, not limited to the following:

- a. Public Relations Committee Chair, who shall be responsible for the promotion of the club to the public. He and/or his designees will establish a list of media contacts for the purpose of advertisement of public Club events and submitting press releases to these contacts. Contacts will include radio, television, newspapers, hobby magazines, railroad historical societies, the NMRA, and Internet web sites.
- b. Social Committee Chair, who shall arrange social events for members and their families.

**Section 3:** The Vice-President shall also be known as the assistant General Manager of the Seneca Valley Lines. He will preside at meetings in the absence of the President. In the event of a vacancy in the office of President, the Vice-President will assume the office of President until the next annual meeting.

**Section 4:** The Secretary-Treasurer shall also be known as the Secretary and Comptroller of the Seneca Valley Lines, and shall

- a. Keep minutes of business meetings, post notices of same, notify applicants of acceptance or rejection, and carry on the correspondence of the Club.
- b. Have custody of and keep account of all Club funds, collect dues and assessments, and make authorized disbursements. He will present a statement at each annual meeting showing receipts, expenditures, and the financial status of the Club. He shall render an accounting at other times as required by the board.
- c. Prepare a member recruiting package which includes an application along with a summary of membership levels, costs, and benefits.

**Section 5:** Reserved for Treasurer responsibilities should the Secretary-Treasurer position be split.

**Section 6:** The Superintendent shall also be known as the Superintendent of the Seneca Valley Lines. He will be responsible for the operation of the railroad and for the inspection and acceptance of all motive power and rolling stock to make sure it conforms to NMRA and Club standards.

**Section 7:** The Chief Engineer shall also be known as the Chief Engineer of the Seneca Valley Lines. He will be responsible for the maintenance of the Club layout in working order, for all new construction or changes in the layout, and for study and considerations of engineering and technical matters. Alterations or changes may not be made by any member without the Chief Engineer's approval. He will be responsible for all Club tools and property.

## **ARTICLE VII: Meetings**

**Section 1:** Regular meetings will be held each Monday night to carry out the purposes stated in Article II of the By-Laws.

**Section 2:** The annual meeting of the Club will be held on the first Monday of June for the purpose of electing officers and to transact other business brought before the meeting. Notice of the annual meeting will be mailed to the members not less than five, nor more than ten, days before the meeting. The sending of such notification via electronic means will suffice in the same manner as if mailed. The order of business will be: (1) call to order by the President, (2) reading of the minutes of the last annual meeting, (3) reports of the officers, (4) old business, (5) new business, and (6) election of officers.

**Section 3:** Special meetings may be called by the President or the Board of Officers. If one-third of the members request the president to call such a meeting, he shall do so. Notice of such meeting will be mailed not less than five, nor more than ten, days before such meeting. The sending of such notification via electronic means will suffice in the same manner as if mailed.

**Section 4:** At any meeting of the club, the presence of a majority of the total membership of the club eligible to vote shall constitute a quorum for the purpose of transacting business. A majority vote of a quorum will pass action except as stated in Article(s) VIII and XI.

**ARTICLE VIII:** These By-Laws may be amended, altered or repealed at an annual meeting or special meeting called for that purpose. A two-thirds vote of a quorum is necessary to change these By-Laws.

**ARTICLE IX:** Roberts Rules of Order will govern procedure at meetings.

**ARTICLE X:** The scale of the Seneca Valley Lines will be HO, and the railroad and equipment thereon will conform to NMRA and Club standards.

## **ARTICLE XI: Dissolution**

**Section 1:** The Club or corporation shall not be dissolved except by a vote of at least  $\frac{3}{4}$  of the total membership in good standing.

**Section 2:** An audit of the Club assets will be made by an independent outside auditor prior to any disposition of assets.

**Section 3:** Upon dissolution, the net assets of the Club shall not accrue to the benefit of any member or members, past or present. Net assets shall accrue to another not-for-profit, tax-exempt organization. Said organization is to be determined after approval of dissolution and by a vote of at least  $\frac{2}{3}$  of the membership in good standing.

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PMG 5/19/03 (reformatted)  
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## Financial Obligations (Section 2c)

Amounts per Board of Officers Decision as of May 20, 2003, rates are as follows:

Annual Dues: \$ 120.00  
 Stamp Tax: \$ 5.00  
 Initiation Fee: \$ 10.00

Dues are due on the first of the month as indicated in the table below.

Application obligation: Initiation fee plus stamp tax and 6 months dues for category.

CATEGORY	SENIOR	ASSOCIATE	JUNIOR	SOCIAL
Duration	1 Year	1 Year	1 Year	1 Year
Payable Period	July 1 <sup>st</sup> -June 30 <sup>th</sup>	July 1 <sup>st</sup> -June 30 <sup>th</sup>	July 1 <sup>st</sup> -June 30 <sup>th</sup>	July 1 <sup>st</sup> -June 30 <sup>th</sup>
Dues Percentage	@100%	@50%	@25%	@12.5%

Payable Periods:

July 1 + stamp tax:	\$ 35.00	\$ 35.00	\$ 35.00	\$ 25.00
October 1:	\$ 30.00			
January 1:	\$ 30.00	\$ 30.00		
April 1:	\$ 30.00			
Annual Obligation	\$ 125.00	\$ 65.00	\$ 35.00	\$ 25.00

Members joining during the year will have the dues prorated for the balance of the year.

Schedule of Provisions of Membership Categories (Section 2g)

CATEGORY:	SENIOR	ASSOCIATE	JUNIOR	SOCIAL	HONORARY
REQUIREMENTS	See Section 3	See Section 4	See Section 5	See Section 6	See Section 7
AGE	18+	18+	12-18	18+	18+
BENEFITS					
1. Privileges					
Work on layout	YES	YES	YES	NO	NO
Callboard	YES	YES	YES	YES	YES
Nametag	YES	YES	YES	YES	NO
Club Event (members only)					
Display	YES	YES	YES	YES	NO
Equipment run or on layout	YES	YES	YES	YES	NO
Operate layout	YES	YES	YES	NO	NO
Work	YES	YES	YES	YES	NO
Public Event					
Display	YES	YES	YES	NO	NO
Equipment run or on layout	YES	YES	YES	NO	NO
Operate layout	YES	YES	YES	NO	NO
Work	YES	YES	YES	YES	NO
Vote					
Acquisition/Disposal	YES	NO	NO	NO	NO
By-Law changes	YES	YES	YES	NO	NO
Club matters	YES	YES	YES	NO	NO
Election of officers	YES	NO	NO	NO	NO
Finances	YES	NO	NO	NO	NO
Planning of layout	YES	NO	NO	NO	NO
2. ELIGIBILITIES					
Have a key	YES	NO	NO	NO	NO
Become an officer	YES	NO	NO	NO	NO
Chair a committee	YES	NO	NO	NO	NO
Serve on a committee	YES	YES	YES	NO	NO
Enjoy club discounts	YES	YES	YES	NO	NO
Change category if in good standing	YES	YES	YES	YES	NO
Sponsor a Junior member	YES	NO	NO	NO	NO