

NMRA MCR Division 9 Constitution and By-Laws

CONSTITUTION

Article I — Name and Purpose

Sec 1: This organization shall be known as the Coal Division, Division 9 MCR NMRA (hereinafter referred to as "the Division" or "Division 9") and is established under the provisions of the National Model Railroad Association (Inc.) Constitution and By-Laws with boundaries determined in accordance with its provisions.

Sec 2: The boundaries of the Division shall be as established in the bylaws of the Mid Central Region of the National Model Railroad Association Inc., and changed as required by the Region Board of Directors upon agreement of the Divisions involved.

Sec 3: The purposes of the Division are: Implementation and furtherance in the Division of the National Model Railroad Association objectives set forth in the NMRA National Constitution, Article I, Section 2 as amended by mail ballot, June 1976.

Article II — Membership

Sec 1: Any NMRA member residing in the Division shall be eligible for regular membership. All members may vote on Division matters. Any member may attend regular and special membership meetings, may be appointed to committees, and hold elected office in the Division.

Sec 2: Other classes of membership without voting rights may be established by the By-Laws.

Sec 3: There shall be no dues requirement for membership in the Division.

Article III — Management

Sec 1: The elected officers of the Division shall be the Superintendent and Assistant Superintendent.

Sec 2: These elected officers shall be elected in the even-numbered years, their term of office shall be two years beginning at the start of the May meeting of the even numbered years. All officers shall serve without compensation. The duties shall be the usual ones of the various offices and such others as may be prescribed by the By-Laws. No members shall serve more than two consecutive terms or parts thereof in one elected office, nor shall any member hold more than one elective position at one time.

Sec 3: The appointed officers of the Division shall be the Treasurer and Chief Clerk.

Sec 4: To accomplish the stated purposes, the Superintendent shall appoint the Chairmen for the committees required by the Constitution and By-Laws, or otherwise, promptly after election results are known.

Sec 5: There are no restrictions on the term of appointed officers or committee Chairman.

Article IV — Advisory Committee

sec 1: The Advisory Committee shall be an appointed body composed of committee chairmen, former officers, and other qualified members who are willing to assist and advise the officers in performing their duties. Any member may suggest possible appointees to the President. The Advisory Committee shall recommend action or business to be presented to the members.

Article V — Meetings

Sec 1: There shall be a minimum of ten meetings per year.

Sec 2: The date of a meeting may be altered if agreed to by the majority of the members present at the meeting where the change is proposed.

Sec 3: A special business meeting for a specific purpose, and with business limited to the stated purpose, may be called by the Superintendent with the concurrence of the Advisory Committee, or by a petition to the Chief Clerk signed by ten (10) members.

Sec 4: All regular and special membership meetings shall be open to all members. Non members and non MCR members may attend regular and special membership meetings and participate in activities at these meetings that are not closed to them by the Constitution or By-Laws. Non NMRA and non MCR members may attend the Advisory Board meetings by permission from an Advisory Board member only.

Sec 5: The quorum at any regular or special membership shall be the number of members present.

Article VI — Elections

Sec 1: The Division Nominating Committee for Division officers shall be composed of a Chairman and at least two (2) other members appointed by The Superintendent, from different parts of the Division. No current Division officer shall serve on the Committee, nor sit with it during its deliberations.

Sec 2: Nominations for Division offices may be made by a petition to the Division Nominating Committee by five (5) members.

Sec 3: The committee shall nominate at least one candidate for each office. The Committee shall report the nominations at the January meeting preceding the election, and receive nominations from the floor.

Sec 4: No member shall be nominated for elective office without his approval.

Sec 5: Election for Division elective offices or issues shall be conducted by mail ballots. On all ballots, space will be provided for write-in votes for each office.

Sec 6: The Region President shall appoint a Superintendent to fill a vacancy for any cause including failure to make a nomination. The Division may conduct an interim election later at a Division meeting for a Superintendent of its own choice to complete the unexpired term.

Sec 7: The Advisory Committee shall elect a successor to complete the unexpired term of any vacant Division office except that of the Superintendent.

Sec 8: An elected officer can be removed from office by completion of term or resignation, or by writing petition signed by thirty (30) members provided that a) the call for removal from office is submitted at a regular or special meeting, b) written announcement regarding where and when the vote to remove will take place, and c) approved by a two-thirds majority vote of members at that regular or special meeting.

Sec 9: The following classes of NMRA members shall be eligible to vote in Division elections:

- A.Regular members
- B.Sustaining members
- C1.Life members
- C2.Retired Life members
- D. Honorary Life members.

Article VII — Publications

Sec 1: Upon voting to approve such, The Region shall have an official bulletin for news and notices of interest to the members.

Article VIII — Procedures

Sec 1: Parliamentary procedures not included in the Constitution and By-Laws shall be governed by Robert's 'Rules of Order' as amended.

Sec 2: A proposal to amend the Constitution may be initiated by petition to the Chief Clerk not less than thirty (30) days before a regular meeting signed by thirty (30) members. After publication of the proposal, a membership meeting motion requiring a two-thirds majority vote for approval may be made instructing the Chief Clerk to prepare a mail ballot for resolution of the issue. The mail ballot shall be sent to all Division members in good standing. The Advisory Committee may authorize early balloting if the issue is urgent. A two-thirds majority of the mail ballots received is required for approval.

Sec 3: The By-Laws may be amended by a two-thirds majority of the members present at a regular meeting or a special meeting called for the purpose.

Sec 4: In the event of the dissolution of the Division by amendment of the Constitution or by action of the membership, the entire assets of the Division shall be transferred to the Mid Central Region Board of Directors.

Sec 5: No officer or member can incur indebtedness on behalf of the Division, with the exception of the death of a Division member, at which time the Superintendent is authorized to order flowers or other appropriate remembrance.

Sec 6: None of the funds of the organization shall be used to the advantage or benefit of any member, except for reasonable compensation for services rendered as determined by the Constitution or By-Laws.

END OF CONSTITUTION BY-LAWS

Article I — Management

Sec 1: The Division Superintendent shall preside at all Division meetings. He shall also assign the Assistant Superintendent suitable duties and keep him informed about Division business. He shall solicit the opinions of the Advisory Committee regarding forthcoming meeting business. He shall also serve as member of the Board of Directors of the MCR.

Sec 2: The Assistant Superintendent shall assist the Superintendent in any way possible, and assume the office of Superintendent during the absence of the Superintendent, or at his request, resignation, death, or removal from the Division, until such time as the Regional President appoints a replacement.

Sec 3: The Chief Clerk shall keep complete records of all Division and Advisory Board meetings, publish notices, prepare and distribute election ballots, maintain current and have copies of the Constitution and By-Laws available for Division officers, Committee chairmen, and other interested members.

Sec 4: The Treasurer shall deposit funds in an insured account, keep records of all receipts and disbursements, have the books balanced preceding regular meetings, and tender a full report at each such meeting.

Sec 5: Officers may be reimbursed for actual expenses such as postage and stationery. The Superintendent or his proxy may be reimbursed up to \$50 for his travel expense to Regional Board of Directors meetings based on the financial condition of the Division.

Sec 6: All officers shall see that the officer's guide book (if any) for their position is kept up to date, and that it is passed along to the officer that succeeds them.

Article II — Advisory Committee

Sec 1: Shall serve a two-year term concurrent with the elected officers.

Sec 2: Shall be composed of the current officers and other appointed members, one of whom shall be a past Superintendent and serve as chairman.

Sec 3: Appointment:

a)The Superintendent shall appoint one member who is a past Superintendent.b)The Assistant Superintendent shall appoint one member.c)The above two appointed members shall appoint one member.

Sec 4: Once constituted, the Advisory Committee may be expanded to include any committee chairpersons as deemed advisable by the existing Committee.

Sec 5: A meeting may be called by any member of the Advisory Committee.

Article III — Committees

Sec 1: The Membership Committee shall be responsible for NMRA and Division membership promotion and keep current a full roster of Division members.

Sec 2: The Publication Committee shall be chaired by the Clerk.

Sec 3: The Division Nominating Committee shall petition nominees for elected offices. The committee shall obtain enough information for a short biographical sketch about each nominee containing his background, age, family, interests, model railroading experience, and qualifications. These sketches shall be included in the ballot mailing.

The Division Nominating Committee shall appoint an Election Teller to receive marked ballots by mail, tally votes, and report officer and issue balloting results to the Chief Clerk for Division Officer elections and to others as specified below. The Election Teller shall also convey the results of all elections to the Clerk and shall make a written election report at the next following Division meeting following the election.

Sec 5: The Division Achievement Program Chairperson is appointed by the Superintendent, reports to the Regional AP Chairperson, and shall be responsible for administration of the Achievement Program and presentation of awards within the Division. The Division AP Chairperson shall work with the Regional Contest Chairperson to see that AP Merit Awards are presented at Regional contests.

Sec 6: Additional standing or special committees and committee chairpersons shall be established by the Superintendent to carry on the activities of Division. These may include:

Program, Company Store, Train Show, Contests

Article V — Publications

Article VI — Elections

Sec 1: Ballots for officers and issues requiring mail voting and biographical sketches of nominees for office in the Division shall be sent by mail not less than thirty (30) days before the latest date for return of the marked ballots. Nominations by the Committee, by petition, or both shall be indicated on the ballot. The name and address of the Teller and the latest date for return of marked ballots shall be clearly indicated.

Sec 2: For the purposes of the biannual election of officers, the ballot return date shall be the March meeting date.

Sec 3: Nominees receiving the largest share of votes for each office and votes on issues shall be certified by the Teller to the Chief Clerk not less than three (3) days before the installation meeting.

Sec 4: When an amendment or issue must be submitted by mail independently of an election for officers, the procedure shall be similar to that of Sec 1, but the ballots shall be returned to the Chief Clerk or someone appointed by him for tallying and reporting.

Sec 5: In the event the person with the highest number of votes in the election cannot accept the office between the time of balloting and the time of assuming office, the position will be offered to the candidate with the next highest number of votes. If this person declines the office, the Advisory Committee will name a replacement.

Article VII — Company Store

Sec 1: The Company Store, if in operation, shall keep monthly inventory and sales records.

Sec 2: Proceeds from sales shall be given to the Treasurer monthly, except for a reasonable amount to be used for making change.

Sec 3: The Treasurer shall coordinate payment of invoices for all goods purchased for sale.

Sec 4: Company Store records shall be audited annually.