

# Southern Nevada N-Trakers

## By-Laws

**Revised April 2018**

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## Article I. Club Existence

### Section 1.01 Name

The name of this club shall be the Southern Nevada N-Trakers and is referred to throughout this document as the Club.

### Section 1.02 Purpose

The Club shall have two purposes. The first is to use the NTRAK modular system to promote N-Scale model railroading to the general public. Second, the club exists for all its members to enjoy all aspects of our hobby and to improve their modeling skills, primarily through the construction of an NTRAK module(s).

## Article II. Club Organization

### Section 2.01 Membership

#### (a) Eligibility

Membership is open to any person actively engaged or wishing to be engaged in N-Scale model railroading. SNNT is and shall maintain a 100% NMRA membership as a club, entitled to the privileges and special considerations as provided by the NMRA (e.g. insurance at public events). New Regular members are required to join the NMRA at whatever level they deem desirable. SNNT members shall have 90 days from SNNT membership to provide proof of NMRA application. NMRA dues and fees are payable to NMRA, not SNNT.<sup>1</sup> Membership is subject only to the limitations and classifications specified below.

#### (b) Classification

##### (i) Regular

Regular members are those in the Club who show interest of working on an NTRAK module, or who have successfully petitioned the Club for regular membership. Regular members shall have full rights and responsibilities and may sponsor Affiliate members. Regular members must be at least 16 years old. A successful petition is when a vote is taken and a majority of the members of good standing approve the request.

*[Definition: Petitioning is defined as approval by the majority of the vote of members in good standing.]*

##### (ii) Operating

Members are those members who have not yet started an NTRAK module. Operating members are entitled to all rights and responsibilities of membership.

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<sup>1</sup> Business Meeting 4/9/2005

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Operating members become regular members by starting an NTRAK module, or by petitioning the Club.

## **(iii) Affiliate**

Membership is available to immediate family members, or to persons under the age of 16 who are sponsored by a Regular member, subject to Club approval. Affiliates shall enjoy all rights and responsibilities of Regular members except voting.

## **(c) Petition for Membership**

Any person who meets the requirements as listed in Section 2.01(b) may petition the club to become a Regular member. A petition to become an operating member is nothing more than payment of [dues and fees](#)<sup>2</sup> as called for in these By-Laws. Special consideration shall be given to those members who wish to be Regular members, but for reasons that must be made know, cannot begin or assist with building an NTRAK module.

## **(d) Responsibilities of Members**

The responsibilities of Club members shall include the following:

- Prompt payment of dues.
- Adherence to Club rules.
- Attendance at Club meetings and activities.
- Voting on Club business and promoting Club activities.
- Acceptance of majority rule when counter to one's desires.
- Cooperation with others.
- Performance of duties or tasks assigned or volunteered for.
- Honesty, integrity, and respect for the rights and property of others.
- Reasoned opposition to activities and policies in a timely manner, not after the fact complaining.
- Tardiness will not be tolerated during shows.
- Membership to the NMRA in good standing is required.

## **(e) Rights of Members**

Members in good standing shall enjoy the following rights:

- Voting on Club business; one vote per member present.
- Operation of equipment on the Club layout.
- Participation in Club activities.
- Attendance at Club meetings and activities.
- Use of Club discount at local hobby shops.

## **(f) Leave of Absence**

Members in good standing may request a "Leave of Absence". Reinstatement is automatic upon return and payment of dues.

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<sup>2</sup> Missing information added, as has been generally accepted and practiced.

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## **(g) Suspension/Dismissal**

### **(i) Non-Payment of Dues**

Members found to be in arrears for non-payment of dues (as determined by review of Club financial records) for a period of three (3) months or longer, shall be subject to immediate suspension of all Club privileges; notification to be in writing by the Treasurer. Suspension shall be for a period of thirty (30) days to allow member(s) sufficient time to make full payment of all moneys owed plus one-month dues penalty. Members suspended for non-payment of dues, shall have immediate restoration of all membership privileges upon full payment of all moneys owed within the allotted time (30 days).

Members who cannot make full restitution of all dues owed within the suspension period, but do make satisfactory payment arrangements with the Club Treasurer, may request to have their membership restored subject to approval by a simple majority vote of the quorum at the next regularly scheduled meeting.

Members who do not make restitution of all dues owed within the suspension period, or make no arrangements for such payment with the Club Treasurer, shall be removed permanently from Club membership and shall be notified in writing of such action by the Club President.

Members subject to this article may request to have their case submitted for review by the officers of the Club. Upon completion of such review, the officers shall submit their recommendations to the quorum at the next duly scheduled meeting. Resolution shall be determined by simple majority vote of the quorum and be effective immediately.

## **(h) Violations of Club By-Laws**

Members suspected to be in deliberate and/or flagrant violation of Club By-Laws, or deliberately and/or flagrantly not fulfilling their responsibilities as a member-in-good standing as set forth in these By-Laws, shall be subject to immediate suspension of all club membership privileges pending immediate review and investigation by the officers of the Club, or a duly appointed board consisting of one (1) Club officer and two (2) voting members-in-good-standing as selected by the Club President. Upon completion of such review, the officers, or board, shall submit their findings and recommendations at a specially called meeting. Resolution shall be determined by two-thirds (67%) majority vote and be effective immediately.

## **(i) Personal Property of Members**

Club members, while on Club premises or attending Club functions, shall be solely responsible for their own personal property including, but not limited to, modules (completed or under construction), tools, modeling materials, etc. A record of personal identification marks, labels, engravings, etc., will be maintained in the Club records to aid in locating lost articles of members while

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attending Club functions, and to avoid possible duplication of identifiers that may be in use by other Club members.

Members-in-good-standing of the Club shall have the privilege of storing (in properly identified bins supplied by the Club for that purpose) personal modeling materials, tools, modules (completed or under construction), etc., on Club premises.

Individuals found to be no longer members of the Club (whether voluntarily or by dismissal), shall have all personal property belonging to them removed from the Club premises and returned to them. The Club shall make every effort to locate and advise dismissed individuals in order to correctly ascertain ownership and properly dispose of property belonging to said individuals. Individuals who have not responded to Club attempts to contact them, or who have not made any effort to contact the Club after an extended period (180 days) in order to advise the Club of their membership status and/or intentions (contact to be through one of the duly elected club officers as indicated on the current Club roster), shall have any unclaimed personal property left on Club premises become the property of the Club, to be disposed of as the Club deems appropriate. Such personal property shall include, but is not limited to, modules (completed or under construction), modeling materials, tools, etc.

The Club assumes no responsibility for the loss, theft, damage, or destruction of personal property left on, or stored on, Club premises or while attending Club functions (i.e. track meets, train shows, etc.) except when the Club officers, or their appointed representatives, have accepted responsibility for specific property. Items found on Club premises, or left at Club functions, not clearly identified as belonging to a specific member or individual, shall be assumed to be the property of the Club.

## **Section 2.02 Officers**

### **(a) Elections**

Nominations of candidates may occur at any time within 2 months prior to the actual scheduled election, including nominations presented the day of the scheduled election. Nominations may be made verbally or in writing. Nominations do not require a "second". Only members that are in good standing may be nominated. Members may "volunteer" themselves to be nominated, but members may not nominate themselves.<sup>3</sup> Nominations shall be made known to any elected officer and published to the general membership.

Elections of officers shall occur at the first business meeting of every even numbered<sup>4</sup> year, or at the first business meeting after a vacancy occurs. A majority vote (51%) of votes cast is needed for election. If no majority is

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<sup>3</sup> Business Meeting 1/21/2006

<sup>4</sup> Clarified at business meeting 2/5/2005

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received, the candidate with the lowest total is eliminated and another vote is taken until one candidate has a majority. Any officer elected must be a current active member in good standing.<sup>5</sup>

## **(b) Officers**

Officers must be members-in-good-standing and maintain that status for the duration of their term of office. Failure to do so will result in loss of office. Titles and duties of officers are as follows:

### **(i) President**

Shall preside at all business and special meetings. S/he has the power to appoint all committees or special offices and is an ex-officio member of all committees. The President is responsible for the overall conduct and planning of Club activities.

### **(ii) Vice-President**

Shall become [President](#) in the event the current President cannot serve out his full term of office. In the event of a succession, the Club will elect a new Vice-President. The Vice-President will preside over any meeting at which the President is absent. The Vice-President will be in charge of the Module Inspection Committee. The Vice-President shall assign a Yardmaster for each show event, in advance of the show.<sup>6</sup>

### **(iii) Treasurer**

Shall have custody of, and keep an accurate account of all Club assets. He shall present a statement of funds at each business meeting and shall notify members when they become delinquent in payment of dues. He is responsible for certifying good-standing status for voting purposes. He will preside over any meeting that the [President](#) or [Vice-President](#) cannot attend.

### **(iv) Events Chairman**

Shall be in charge of procuring show events, actively seeking show events, and act as a public relations liaison between SNNT and the public. All such events shall be approved by the majority (51%) of regular club members prior to final negotiating for the show event. Final negotiations and approvals must be completed by the [President](#), or by a person designated by the [President](#), following approval of the regular club members. The Events Chairman may solicit assistance from the regular club members.<sup>7</sup>

## **(c) Terms of Office**

Each officer shall be elected for a term of two (2) years. Any member wishing to run for a vacant office must not currently hold another elected Club position.

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<sup>5</sup> Business Meeting 1/21/2006

<sup>6</sup> Business Meeting 11/16/2002

<sup>7</sup> Business Meeting 4/9/2005

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## **Section 2.03 Module Inspection Committee**

The Club shall use a committee of three (3) members to inspect all modules before their use in a show layout. Modules will be inspected in the following areas:

- Benchwork – module frame before the table top goes on.<sup>8</sup>
- Track work, including wiring; and clearances.
- Scenery – clearances.

All benchwork, track work and wiring must conform to NTRAK Standards. The [Vice-President](#) will oversee the committee. Any three (3) Club members may be selected to inspect a module.

An inspection of the module for compliance shall be done on the following schedule:

- Benchwork – before the top goes on.<sup>9</sup>
- Track work and wiring - before any scenery is applied<sup>10</sup>.
- Scenery may be checked at any time prior to utilizing the module.

MODULE MUST PASS INSPECTION TO BE USED IN THE LAYOUT.<sup>11</sup>

## **Section 2.04 Temporary Personnel Assignments**

### **(a) Yardmaster**

The [Vice-President](#) shall be responsible to assign a Yardmaster for each event. The duty of the Yardmaster shall be only for the one event assigned. The Yardmaster shall be responsible to ensure that participants have a fair opportunity to run trains and provide security, as needed, at the layout. The Yardmaster has the authority to deny train operation to a participant who refuses to assist with security or refuses to assist with setup or takedown during that event. [“Refusal” does not apply to a participant who has made arrangements prior to the event that would interfere with setup, takedown or security.]<sup>12</sup>

## **Article III. Meetings**

### **Section 3.01 Quorum**

No Business may be transacted unless a quorum is present. A quorum shall consist of 51% of the voting members-in-good standing. Voting members-in-good-standing shall be from those members currently listed on the Club roster as maintained by the Club Treasurer.

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<sup>8</sup> Business Meeting 4/14/2018

<sup>9</sup> Business Meeting 4/14/2018

<sup>10</sup> Business Meeting 2/6/1999

<sup>11</sup> Business Meeting 4/14/2018

<sup>12</sup> Business Meeting 11/16/2002



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## Section 3.02 Classes of Meetings

### (a) Annual Meeting

Shall be held at the first regular meeting of the New Year for the purpose of electing officers (if necessary).

### (b) Business Meetings

Shall be held at the first regular meeting of each month for the purpose of transacting Club business.

### (c) Special Meetings

May be held following timely notification of members, on those occasions deemed necessary by the [President](#), or any regular member(s) with business or concerns to present for action.

### (d) Work Sessions

Shall be held as deemed necessary. If called for, that meeting is for work only. No business may be voted on and the Club layout will not be used. Members are expected to attend Work Sessions when possible.

## Article IV. Club Responsibility

All Club members are responsible for safe and correct operation Club property.

The Club will not be responsible for:

- The property of members or guests left deliberately or inadvertently on Club premises.
- The property of suspended or dismissed members, or members on leave-of-absence. Members on leave-of-absence, however, may leave NTRAK modules on Club premises.
- The property of members or property of guests donated to the Club.
- Any damage caused to property belonging to members or visitors while attending Club functions, which is determined by the officers to have been preventable by diligence on the part of the owner.
- Any injury occurring to a member or guest, which is due to negligence on the part of that person, or other persons.

## Article V. Amendments

These By-Laws may be amended by a two-thirds (67%) majority vote of the members-in-good-standing present at a meeting, which was previously advertised as being for the purpose of amendment.

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## Article VI. Rules and Procedures

### Section 6.01 Standing Rules

The following rules are hereby adopted and are subject to revision by a vote of a majority (51%) of the members-in-good-standing present.

#### (a) Security

The Club premises are to be secured at all times when no members are present. It is the responsibility of the “last member out” to ensure that the property is secured, all doors locked, lights out, and all cords unplugged from the wall.

#### (b) Keys

All members have a key to the room doors, but only officers may possess keys to the main doors. Members may borrow a main key to access the Club. If so, that member must be the “last member out” while in possession of the key. The key must be returned to an officer, not passed directly to another member.

#### (c) Housekeeping

Each member is responsible for maintaining the cleanliness of his immediate area. If you discover a mess, or a hazardous situation, correct it. Knowingly leaving a hazardous condition is grounds for suspension.

#### (d) Dues & Fees

Club dues are based on the member’s status. Dues are payable in advance and are considered delinquent on the first meeting of the month for which they are owed. Dues are payable on an annual basis, January through December.

- Regular members: sixty dollars (\$60.00) per year<sup>13</sup>.
- Operating members: First 6 months five dollars (\$5.00) per month, then six dollars (\$6.00) per month thereafter.
- Affiliate members: one dollar (\$1.00) per month.
- Leave of Absence: one dollar (\$1.00) per month.

Club fees are assessed as follows.

- New Member initiation fee: twenty dollars (\$20.00) upon acceptance as a new member. This is in addition to the first month’s dues.<sup>14</sup> New members will be assessed a pro-rated annual dues from the month that the person becomes a member through December of that same year.<sup>15</sup>

#### (e) Intoxicants

None of any kind shall be permitted.

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<sup>13</sup> Business meeting 6/10/2006

<sup>14</sup> Missing information added, as generally accepted and practiced.

<sup>15</sup> Business meeting 6/10/2006

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## (f) Module Specifications

All modules must meet NTRAK specifications as to construction and track placement. Exceptions are as follows:

- Modules having non-standard track placements may be used as long as the owner provides suitable transition to and from standard locations.
- All modules must be inspected by the Module Inspection Committee and must be certified, “show ready” before use in public. Any out of town modules must be made known to an officer prior to use in a layout.

## Section 6.02 Operating Rules

To operate on the Club layout at a show or on a meeting night, the following rules must be followed:

- Club dues must be up-to-date.
- All members must assist in transportation to or from shows, or in the set up, or takedown of the modules and equipment. A predetermined location and time shall be established wherein all participants are expected to be present.<sup>16</sup>
- At the end of an event, all of the club modules shall be taken down and stowed before individual modules are taken down.<sup>17</sup>
- No person shall set up or take down a train on the viewable portion of the layout if the “T”-Module is in use.
- No one shall leave the layout while his train is running.
- All members must take a shift tending the throttles at shows.
- Operation of “private” tracks on modules must not interfere with the “through” tracks (red, yellow, blue, and green lines) in any way. Switching moves using a “through” track must be coordinated with the mainline throttle operator.
- Show operation is intended to favorably display N-Scale model railroading to the public. All personal belongings will be kept off the layout, except for trains. After initial set up, all belongings must be properly stored.
- Any equipment that causes operational problems must be promptly removed from a train and repaired before being returned to the layout. Cars should follow the “three-strikes and out” method. Malfunctioning engines must be replaced at once. Equipment should be “test-run” prior to returning to show running.
- No module may be removed temporarily from a show layout unless the owner arranges for a substitute, either a bridge or another module.
- At the end of an event, all members shall inspect the premises for any remaining items, whether they belong to the club or to an individual member. All members shall leave the event together.<sup>18</sup>

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<sup>16</sup> Business Meeting 11/16/2002

<sup>17</sup> Business Meeting 11/16/2002

<sup>18</sup> Business Meeting 11/16/2002

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- Every event that entails setup and teardown of club and member modules shall have a Yardmaster assigned by the [Vice-President](#).<sup>19</sup>

===== End of SNNT By-Laws =====

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<sup>19</sup> Business Meeting 11/16/2002