

# Constitution

## Of The

### Allegheny Western Lines

#### ARTICLE I    NAME AND STATUS

The name of this organization shall be Allegheny Western Lines Modular Railroad Club. For convenience it may be referred to in this document and elsewhere as “AWL” or “the club.”

#### ARTICLE II    PURPOSE

The purpose of the club is to benefit the general public by displaying and demonstrating the historical aspects of railroading in Pennsylvania. The club further encourages and fosters the model railroad hobby and the acquaintances and fellowship to be derived therefrom, which make the hobby an institution of enjoyment and education.

#### ARTICLE III    SCOPE

The club members will design, build and display modules with AWL and other like entities. Public displays will occur as often as is possible.

#### ARTICLE IV    AMENDMENTS

Additions or changes to the Constitution may be made by a vote of the Active Members in good standing present at any two consecutive regular meetings, provided the Chairman/Secretary has mailed, or caused to be delivered in person, copies of the proposed change(s) to all Active Members no less than one week in advance of the first meeting.

#### ARTICLE V    DISSOLUTION

Section 1. In the event of a dissolution of the club the following rules shall be observed:

- a. Only that club property that cannot be advantageously reused (or easily stored) shall be converted into cash.

Section 2. Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) 3 of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE VI   SEPARATION CLAUSE

If any portion of this constitution is found to be in violation of any law to which the club or its members are subject, only the offending portion shall be deemed to be without force. The remainder of this document shall remain in full effect.

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# Bylaws

## Of the Allegheny Western Lines

### ARTICLE I MEMBERSHIP CLASSES, DEFINITIONS, AND PROCEDURES

There shall be four (4) classes of members: Active, Associate, Probationary, and Friends. The minimum age of all members shall be eighteen (18) unless approved by the active members of the group and/or sponsored by an active member.

#### Section 1. Active Members

- a. An Active member, in good standing, shall be one whose dues are not more than one year in arrears and who has attended at least fifty (50) percent of all meetings in the previous twelve months (or since his or her date of membership, if less than twelve months), unless an exemption from these requirements has been made by the membership.
- b. Active Members shall have displayed in two (2) or more shows and shall have been approved by a majority vote of the Active Members present at any business meeting.

#### Section 2. Associate Members

- a. An Associate Member shall be a former Active Member, in good standing, who is unable to hold active status. An Associate Member will have no voting privileges and any individual Associate Membership may be cancelled by the will of either party (the club or the individual) at any time. There will be no limitations on show visits as long as an Active Member is present at the time of the visits.
- b. Active members wishing to change to Associate Member status shall submit a request (either verbally or in writing) to the Chairperson, which will require approval of the Active Membership. Further, the individual's membership must be reaffirmed yearly using the same method. All requests shall be accompanied by the stipulated assessment. Upon request, and the payment of dues, an Associate Member may be given priority over other applicants for Active Membership if by reason, or change of conditions, the Associate Member should wish to become once again an Active Member.

#### Section 3. Probationary Members

- a. Probationary Members shall be those new member applicants not yet voted upon by the Active Members. The maximum number of probationary members shall be six (6). The minimum probationary period shall be six (6) months.
- b. Probationary Members shall submit a completed application form to the Membership Chairperson, for approval by the membership, along with the stipulated assessment.
- c. Any Probationary Member must become involved in all aspects of a modular show. A Probationary Member must have their own module on display for no fewer than two (2) setups with Active members before Active Membership can be granted.

Section 4. Friends

- a. Friends shall be conferred upon such persons that the membership deems to be entitled to such consideration.
- b. Friends shall be approved by a majority vote at two (2) consecutive regular meetings.

**ARTICLE II    EXPULSION**

Section 1. Expulsion from any class may be made by a two-thirds vote of the Active Membership.

Section 2. Reasons for expulsion shall be:

- a. Non-payment of dues for more than one (1) year.
- b. Non-cooperation.
- c. Non-participation

Non-attendance at regular meetings for a period of more than six (6) consecutive meetings, whether dues are paid or not.

Section 3. Recognizing that there may be extenuating circumstances not known to the Active Membership at the time their decision was made, members who are expelled will have the right to appeal this decision before the Officers and membership, by informing the club's Chairman that they wish to do so within three months of the expulsion. If the appeal is denied by the planning committee, the individual may appeal to the general membership at the next regular business meeting.

**ARTICLE III    DUES AND ASSESSMENTS**

Section 1. Active Members shall pay the following fees:

- a. An initial entrance fee of \$10.00.
- b. Dues of \$40.00 per year

Section 2. Probationary Members shall not be assessed any dues beyond the initial entrance fee.

Section 3. Friends shall not be assessed any dues.

Section 4. Associate Members shall not be assessed dues.

Section 5. To accomplish, or hasten, the completion of a particular project, an additional assessment may be ordered by a simple majority vote of all Active Members at any regular meeting.

#### ARTICLE IV MEETINGS AND QUORUMS

Section 1. Meetings will be conducted as deemed necessary by any Active Member. These meetings should occur no less than twice per calendar year.

Section 2. A Quorum will be necessary to transact business at any regular or special meeting, consisting of at least fifty (50) percent (plus the fraction rounded one higher) of the Active Members present.

Section 3. If a meeting cannot be held as scheduled due to weather, lack of a quorum, or other cause, the meeting shall be re-scheduled for another day announced by the presiding officer to all the Active Members.

Section 4. At least one member of every quorum must be an officer of the club.

#### ARTICLE V VOTING

Unless otherwise specified in the club's constitution or bylaws, all votes shall be by a simple majority of those Active Members who are in good standing, in attendance at a meeting, and voting.

#### ARTICLE VI ELECTIONS

Section 1. Election of officers shall be held each year at the autumn meeting. Elected officers shall assume their duties at the beginning of the calendar year.

Section 2. The elected officers shall consist of a Chairman, and Treasurer.

Section 3. Balloting may commence only after written nominations have been made and closed by the Active Members, unless the Active Members vote to make nominations by voice vote for one or more officer positions.

Section 4. Any candidate nominated may refuse to run for office, and any votes cast for such a candidate shall be counted as abstentions from voting.

Section 5. Officers shall be elected for a three-year term and may be re-elected for only two succeeding terms, except the Treasurer, who may succeed themselves indefinitely if they receive a two-thirds majority of the votes cast and the party agrees to the arrangement.

Section 6. Voting shall be by secret ballot unless otherwise specified. A simple majority shall be required for the election of any officer, except the Treasurer, as specified in Article VI, Section 5. In cases where there is only one candidate nominated, a vote by show of hands may be held. However, any Active Member may make a motion that a secret ballot be held in such a case.

Section 7. During elections, votes shall be counted by two members in good standing for the position being voted upon. In cases where the position is uncontested, this restriction may be waived.

Section 8. Provisions for a Vice-Chairman and Secretary as club officers can be invoked by a majority vote of the Active membership during one (1) meeting. Terms of office for Vice Chairman and Secretary shall run concurrently with the current officers. The duties of such offices will be determined at the same meeting of the membership.

## ARTICLE VII PREREQUISITES FOR ELECTED OFFICERS

Section 1. All officers shall be Active Members, twenty-one years of age, or over, and eligible for bonding.

Section 2. The Treasurer and Chairman shall have been Active Members for one year or more.

## ARTICLE VIII DUTIES OF OFFICERS AND SUPERINTENDENTS

Section 1. Chairman:

- a. Shall uphold the Constitution and Bylaws.
- b. Shall be the chief presiding officer.
- c. Shall appoint special committees and the chairpersons of the standing committees; confer with all committees and perform such other duties as may be common to his/her office.
- d. Shall appoint a General Superintendent

Section 2. Treasurer:

- a. Shall keep the financial records of the club and individual dues records of all members.
- b. Shall safeguard the funds of the club.
- c. Shall make all authorized disbursements that fall within the approved budget.
- d. Shall collect all dues, assessments, and fees.
- e. Shall issue membership and dues cards following authorization of the Chairman.

Section 3. General Superintendent:

- a. Shall be directly responsible to the Chairman.
- b. Shall supervise the following Standing Committee Chairpersons:
  1. Standards
- c. Shall publish annually a synopsis, or highlights, of the past year's activity.
- d. Shall designate a Show Boss for any display.

## ARTICLE IX REMOVAL OF OFFICERS

Section 1. Any officer missing four (4) consecutive business meetings shall automatically come up for re-election. Said election must be announced to all Active Members by mail, and the officer may be re-elected or replaced, as the membership deems fit.

Section 2. Any officer may be removed from office for just cause, following a motion from the floor, approval by the Active Membership, and approval by a majority vote of the membership at any subsequent regular meeting.

## ARTICLE X STANDING COMMITTEES AND THEIR DUTIES

Section 1. The following shall be the standing committees of the club and their duties:

a. Standards Committee

1. This committee shall set and maintain the club's standards of construction, track, electrical, digital command control and locomotives and rolling stock.

Section 2. A Finance Committee shall be formed consisting of the current Treasurer and the former Treasurer.

Section 3. An Auditing Committee may be appointed yearly by the Chairman.

## ARTICLE XI MISCELLANEOUS PROVISIONS

Section 1. Donations of rolling stock are not accepted.

Section 2. Contributions of other equipment will become the property of the club unless otherwise specified in writing by the contributor at the time the items are contributed. Donated items will not be returned to the donor unless approved by a majority of the Active Members present at any business meeting.

Section 3. Equipment specifically loaned to the club remains the property of the member making the loan, provided such loan has been properly documented in the club records.

Section 4. At the discretion of the Active Membership, the office of the Treasurer shall be bonded by the club for the maximum amount the treasury shall be anticipated to contain at any time during the duration of the bond.

Section 5. Any keys issued by the club to members for their use remain the property of the club, and must be returned to the club when the member leaves the club or is no longer authorized to use these keys. The use of club keys is restricted to each individual member only. Any member guilty of irresponsible key use will be disciplined as appropriate.

Section 6. The Chairman or General Superintendent may authorize emergency expenses.

ARTICLE XII AMENDMENTS

Section 1. Additions to, or changes in, the Bylaws may be made by a majority vote of the Active Members present at any regular or special meeting of the club, provided the change has been approved by the Active Membership, announced at the previous regular meeting.

ARTICLE XIII PARLIAMENTARY AUTHORITY

Section 1. The rules contained in the current edition of *Roberts Rules of Order* shall govern the club in all cases to which they are applicable, and in which they are not inconsistent with these bylaws and any rules of order the club Society may adopt.

ARTICLE XIV SEPARATION CLAUSE

Section 1. If any portion of these bylaws is found to be in violation of any law to which the club or its members are subject, only the offending portion shall be deemed to be without force. The remainder of this document shall remain in full effect.

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