

**Bylaws of the
San Joaquin Valley
Garden Railway Society
(SJVGRS)**

ARTICLE 1. Name and Purpose

- 1.01** The organization will be known as the *San Joaquin Valley Garden Railway Society (SJVGRS)*, known in these bylaws as “the Society.”
- 1.02** The purpose of the Society is to provide regular meetings, a newsletter, and projects to promote the enjoyment of building, operating and sharing the fun of garden railways.
- 1.03** The Society will promote the many aspects of the hobby, including indoor and outdoor layouts, collecting, scratch-building, live steam, gardening, modular lay-outs, radio control and related activities.

ARTICLE 2 – Membership

- 2.01** The Society will serve the San Joaquin Valley including Stanislaus, Merced, Mariposa, Madera and Fresno, Tulare and Kings Counties. Members are welcome from any other area as well.
- 2.02** There shall be no limit to the number of members the Society may admit.
- 2.03** Membership is a family membership, and in the event of a voting situation, two (2) votes per membership (family) will be allowed.
- 2.04** When a vote of the membership is required, the matter shall be determined by a majority vote of the members present at the regularly scheduled meeting.
- 2.05** Membership fee (dues) will be \$25.00 annually to cover the cost of printing a newsletter, mailing and other Society activities.
- 2.06** The membership fee is due and payable on the 1st day of January. Should a member’s dues not be paid by February 28th, membership will be considered lapsed and membership benefits, including subscription to Valley Tracks cancelled.
- 2.07** A copy of the Membership List will be provided to each member annually based on the current membership effective March 1 of each year.

ARTICLE 3 - Officers and Committees

3.01 The members of the Society will elect from the membership a Board of Directors consisting of the following offices: President, Vice-President , Secretary, Treasurer, and Historian. The Board of Directors will appoint the Activity Director, and the Editor of Valley Tracks, who will be non-voting members of the board. The duties of the Board of Directors shall include:

- (1) Communicate with the membership
- (2) Develop and implement annual budget
- (3) Create, plan, and hold scheduled monthly meetings and activities.

3.02 The duties of each office of the Board of Directors of the Society are as follows:

a. President

- Communicate with the membership
- Conduct business at meetings
- Coordinate projects of Activity Director
- Liaison with other clubs/Internet

b. Vice-President

- Assist President
- Act on President's behalf in case of absence
- Maintain inventory of Society Property (if any)

c. Secretary

- Record and maintain minutes and related records
- Maintain club roster and mailing list
- Read minutes at scheduled meetings

d. Treasurer

- Collect dues
- Pay Society Obligations
- Maintain financial records
- Prepare and submit treasurer's report for meetings
- Prepare and submit the annual budget and any revisions for approval by the membership

e. Historian

- Society Photographer / Video person
- Prepare and maintain Society scrapbook and videos

f. Activity Director and Assistant. (Non-voting member)

- Plan and coordinate meetings and activities of the society, including raffles, and field trips.

g. Editor of Valley Tracks (Non-voting member)

- Edit and distribute newsletter

3.03 Members of the Board shall be voted on by the entire membership, in the following manner:

- 3.04** During the October meeting prior to an election year, (elections are held in even numbered years), the President will announce the opening of nominations for each seat. Nominations may be made at that time from the floor of the meeting. If the nominee is present at the meeting, his/her willingness to serve will be ascertained. If the nominee is not present at the meeting, that person will be contacted by the Secretary to ascertain his/her willingness to serve.
- 3.05** In the November issue of Valley Tracks, an announcement will be made that nominations for the Board are open.
- 3.06** Between the October meeting date and the first of December, any member may submit, in writing, a nomination of any member who is current on their dues, and has attended at least two meetings within the past year. These written nominations shall be submitted to the Secretary.
- 3.07** After December first, the Secretary shall contact all nominees and ascertain their willingness to serve on the Board. A ballot will then be printed for inclusion in the December issue of Valley Tracks. Ballots may be mailed to the Secretary or hand-carried to the January administrative meeting. Mailed ballots will remain unopened in the Secretary's possession until the date of the January meeting. All ballots will be tallied at the January meeting, and the new Board announced. In the event there is only one willing nominee in any given office, that nominee will automatically be elected to that office. New Board members will assume their duties at the February meeting.

ARTICLE 4 - Meetings

- 4.01** The Society will attempt to have one meeting per month.
- 4.02** Meetings will normally be scheduled for the last Saturday of the month and at a time and location to be set by the member hosting the meeting or by the officers.
- 4.03** Any member wishing to host a meeting shall contact the Activity Director and arrange the time and location.
- 4.04** Children are encouraged to attend, but parents will be responsible for their behavior. Unruly children will be asked to leave with a parent or guardian.
- 4.05** In the event of inclement weather, members should check with the hosting member for last-minute changes in plans.
- 4.06** Should a holiday fall on the weekend for the society meeting the Saturday preceding or following the regular date shall be used.

ARTICLE 5 – Newsletter

- 5.01** The Society will publish a monthly newsletter. The name of the newsletter will be called *Valley Tracks*. This publication will advise members of upcoming meetings and activities, sale/trade items, quarterly financial report, stories, product information, etc.

- 5.02 Any member wishing to contribute to *Valley Tracks* should have the information to the editor by the 18th of the preceding month.
- 5.03 Any member of the society may list in the newsletter any model railroad-related items they wish to sell, or trade
- 5.04 *Valley Tracks* will be mailed to all members each month. A complimentary copy will be sent to interested parties for a term of two months. If after two months membership is not established, that individual will be dropped from the mailing list. Complimentary copies may be sent to other cooperating model railroad clubs or organizations.

ARTICLE 6. Finances

- 6.01 All business dealings of the Society shall be approved in advance by the officers the Board of Directors in accordance with established policies and the approved budget.
- 6.02 An account shall be set up in a bank approved by the officers Board of Directors and shall require the signatures of Treasurer (or designee) and one of the following officers: President, Vice-President, or Secretary on all checks.
- 6.03 The Treasurer will record all transactions and prepare and submit monthly and annual reports to the membership. At the end of the elected term, the records and substantiating documents will be transferred to the new Treasurer.
- 6.04 The President shall appoint a committee of not less than two members during the month of October to audit the financial records and assets of the Society. The committee will present their report to the membership at the January meeting.

ARTICLE 7. Amendments to the Bylaws

7.01 These Bylaws may be altered, amended or replaced and new Bylaws adopted by a majority vote of the membership present at any regularly scheduled meeting. . Proposed changes to the bylaws must be distributed in writing at a regularly scheduled meeting at least 30 days prior to the meeting at which a vote is to take place and published in the *Valley Tracks* issue immediately prior to the meeting at which the voting occurs.

Originally adopted: January 27, 1996

Amended: February 22, 1997

Revised: October 27, 2001

Revised: October 25, 2003