

# NMRA-MCR Division 10 – The Kentucky Division

## Draft

### T-Trak Modular Layout Organizational Proposal

#### **Purpose:**

The purpose of a Division sponsored modular layout group is to promote the NMRA and the hobby of model railroading to the general public. In addition, to aid in the experience of being a member of the NMRA, to foster friendship and cooperation among the members of Division 10 and to more fully enhance their membership experience. The group will behave similar to a T-Trak Special Interest Group (SIG) of the Division.

#### **Participation:**

The module group will consist of any member of the Division 10 who wishes to be a part of the module group. The member will also be expected to follow the guidelines set up by the module committee/group. The member should understand that they would be expected to attend as many shows as they can with their module. The modular group should have advance notice for any shows/events that the modules will be on display so that all members should have enough time to participate. In the event that a member cannot make it to an event he will have the responsibility to get his module to the event by making whatever arrangements he needs to make to get his module to and from the event if his module is needed. The member will not have to be in attendance during the entire time the layout is displayed. A schedule will be used to allow the participants to schedule their time if necessary. The Division will not be responsible for the transportation or security of the modules and models used on them. The members have the responsibility to arrange for the movement and storage of their modules. Most shows and other venues have security onsite when the show is closed but it is still up to the module group to determine how they want to secure their displays.

#### **Division Investment**

The Division has allocated monies to have six Division Members build the four Division-owned corner modules and two Division-owned straight modules. This will always assures the ability to demonstrate an oval installation. In addition, the Division has authorized monies to provide the DCC Electronic control of the layout.

#### **Layout Design Parameters:**

The modules will be designed according to the current set of T-Trak Build Instructions issued by Division 10 entitled "Engineering Specification Document Draft vX, Dated MM/DD/YYYY".

All modules will be built to comply with the Engineering Specification Document (ESD). The ESD will be formulated and enforced by the Committee.

**Module Signage:**

Each module will have a plaque or nameplate with the owner's name, The Division's name and Logo and the NMRA's logo affixed on all sides visible to the public. The signage, paper and sticky back tape similar to a name tag, will be provided by the Division.

**Quality Control Committee:**

All modules must pass an inspection by the quality control committee. The committee will consist of members of the module committee and the module group. Decisions on module suitability for a show rest solely and finally with the quality control committee. Their decision is final. Every effort will be made to assist the module builders in completing their module to the standards set by the committee.

**Operations:**

The control system that will be used on the modular layout will be DCC. The chosen system will either be Digitrax, and will use a radio or other wireless hand held controller. The Division will own the digital electronics and it will be self-contained in a toolbox sized carrying case. The Module Committee Chairman will be responsible for these electronics. The decoders used in module owners locomotives and additional hand throttles and smartphone throttles will be provided by the operating members at their expense.

**Construction:**

The modules will be constructed according to the current set of T-Trak Build Instructions issued by Division 10 entitled "Engineering Specification Document Draft vX, Dated MM/DD/YYYY".

**Display:**

The Modular layout will be displayed as often as possible to help promote the NMRA and raise awareness of our organization. The group attendance at any show will be recommended by the Module Committee Chairman and then determined by the module group as a whole. Any modular group member can ask the group to vote on attending a show or display. The display of the module layout will be based upon the current Division activities. The layout could also be displayed at our Trains Day at the Library, Train Shows inside the Division and other invited events.

**NMRA Division 10 Owned Equipment:**

All equipment purchased with funds supplied by the NMRA Division 10 that belongs to the modular group will be the responsibility of the Module committee chairman or a member he so designates.

**Cost to the Division:**

The module committee will make a request for start up money before construction is started. After the start up funding is complete, any subsequent money that is borrowed by the module group will be paid back to the Division through the sale of the module frames and any income from money/donations received at train shows or other venues that the modules are displayed. If a specific funding request is made, the money can only be provided with the approval of the Board of Directors of the Division. Any money received by the module group will be paid back to the Division over and above expenses. Division Member contribution may also be used to offset the cost of the modules.

**Dissolution:**

Should the module committee/group be disbanded through inactivity, vote or decree, then all Division owned materials (for example, the DCC station and booster) would be returned to the Division for sale or other disposition as the Division Officers see fit. Members and former members of the Module Committee/group will no longer be able use their modules to represent the Division. Former members may display their modules as long as any references that may lead the general public to believe that they are representing the Division must be removed from the module.