

Revised Mayor's Approval Process & Town Process

I. The following changes in the Mayor's Approval Process and Town Process are proposed in order to simplify the process and to insure that the layout expansion proceeds in an orderly and pleasing manner:

The Layout Committee, as appointed by the President, shall include at least one member from the Operating Committee, the Electrical Committee, the Scenery Committee, the Bench Work group, and the Member at Large;

A prospective Mayor will contact the Member at Large to discuss his idea, and the Member at Large will assist the prospective Mayor in preparing his plan and, when ready, will contact the Layout Committee Chairman to schedule a presentation;

The Layout Committee, having members from Operating, Electrical, Bench Work, and Scenery, can insure that the club can provide all necessary support for the proposal, and will work with the Mayor to work out any problems to insure the proposal will be cohesive to the overall operation and appeal of the layout;

The Layout Committee will forward the proposal to the Board of Directors with recommendation for approval or recommendation for acceptance only with certain modifications.

II. The following aspects of the Mayor and Town Process do not change:

We want all members to participate in all aspects of the hobby as they desire;

For simplicity, the word "town" describes an industry, a facility, a town, or any other area on the layout;

It is not the intent of the Board or the Layout Committee to micro-manage, only to insure an overall pleasing and well operating railroad;

The Mayor is responsible for all expenditures for all items above the surface and to include the turnout machines for the town except that the club will provide the main line track including the main line turnout and turnout machine. The club will provide bench work, electrical hook ups, etc. All items installed in the town become donations to APN unless understood in advance that the items are on loan to the club and so marked. The Mayor may enlist one or more co-mayors to assist in the work and expenses.

Summary

The prospective Mayor should have for presentation to the Layout Committee (and later to club membership) the following:

- Name of the town,**
- A sketch, preferably to scale,**
- Number of tracks and turnouts,**
- The theme and era of the town,**
- Rail traffic in and out,**
- Scenery,**
- Numbers and types of structures,**
- Any other details to help with the understanding of the proposal.**

The Member at Large is available to help prepare this presentation. The purpose of the presentation is to insure that the club can support all aspects of the proposal and that the proposal will contribute to the overall enjoyment of the layout by the membership. Any problems noted should be worked out between the Mayor and the Layout Committee.

If, in the approval process, agreement cannot be reached between the Mayor and the Layout Committee, the committee will recommend to the Board of Directors consideration of the proposal only with necessary modifications. The Board will attempt to resolve the differences. The Board may, if deemed appropriate, send the matter back to the layout committee or bring the matter up at a monthly membership meeting for discussion and final decision.

Any substantial change in the plan following initial approval will require a review and re-approval. A Mayor should ask the Member at Large if there is question as to a change being “substantial” or not.

A Mayor can seek co-mayors, before or after approval, and the division of labor and allocation of cost among them is at their own agreement.

There is no time limit on construction, but the club does expect steady progress. If there is no progress for a 90 day period, the President is required to contact the Mayor to determine the Mayor’s intent as to the completion of the project. If there is no agreement to move forward with the work, the Mayor may resign or to seek co-mayor(s). If no suitable solution can be found, the Board of Directors will be required to make a decision to protect the interest of the club.

If a Mayor resigns as Mayor or leaves the club, another member(s) may volunteer to assume the duties of the departed Mayor. There is no obligation for the new Mayor to reimburse the old Mayor as all items installed on the layout (unless previously specified as on loan) were contributions to the club. The new Mayor should review the situation with the Layout Committee to insure a common understanding, or, if changes are desired, to make a new proposal.