



# Welcome Aboard!

Your fellow members extend a warm welcome to you as the newest member of our model railroad club.

We are a casual and friendly group and will strive to make you feel comfortable in this new environment. Our hope is to become friends and make your experience with us enjoyable. Please feel free to ask any of our members for help with something you want to know about or don't understand. If they can't help you, they will direct you to the member that can.

This packet will help you familiarize yourself with the Los Angeles Model Railroad Society. It contains most of the information that you'll need to know upon joining this organization.

Welcome aboard and have fun!

**Los Angeles Model Railroad Society**

A Non-Profit Public Benefit Corporation

26008 S. Western Avenue, Harbor City, CA 90710 | (424) 333-9477 | [lamrsinfo@gmail.com](mailto:lamrsinfo@gmail.com); | [www.lamrs.org](http://www.lamrs.org)



## A Message from the President

Welcome New Member,

I would like to personally welcome you to the Los Angeles Model Railroad Society (LAMRS). We are always excited and appreciative to have new members. You are the future of this club.

LAMRS is made up of a diverse group of individuals who share a common passion for model railroading. A tremendous amount of knowledge is to be gained from the members, both in modeling railroading as well as in the real thing. I encourage you to meet as many members as you can and to be as active in the club as possible. There are so many ways to get involved, whether it is just attending some Tuesday sessions, to joining a committee or helping with a special project. The work is never done.

If you are new to the hobby or are looking to advance your skills, there are many learning opportunities at the club, especially with the building of a new layout. If you need help with something, please do not hesitate to ask. We have many members that can help or point you in the right direction. If you are an experienced modeler, we would love to have you share your knowledge with other club members. I have found the learning process at LAMRS to be extremely rewarding.

The first step to becoming a full member is to move from Probationary Status to Associate Member. This process takes about three months. To advance, a checklist must be completed (see page 7). The purpose is to make sure that all Associate Members have a good working knowledge of the layout, the facility and the rules and regulations of LAMRS. After a year, if you decide, you may request to be advanced to Senior Membership, which comes with the privileges of voting, access to the facility, and the ability to operate at the club unsupervised. I encourage all new members to become Senior Members.

Again, welcome to LAMRS and thank you for joining. If there is anything that I can do to help make your experience better, please feel free to reach out to me. Also, if you have any questions, please do not hesitate to ask.

Sincerely,

*Michael Artner*

Michael Artner  
President

Los Angeles Model Railroad Society

Michael.artner1@gmail.com  
310.245.5215 (cell)



## Important Information

**Phone:** (424) 333-9477

**Email:** [lamrsinfo@gmail.com](mailto:lamrsinfo@gmail.com)

**Website:** [www.lamrs.org](http://www.lamrs.org)

**Groups.io:** [lamrs.groups.io/g/MAIN](https://lamrs.groups.io/g/MAIN)

### MEETINGS

First Tuesdays: 7:00 – 9:00 p.m. Business Meeting via Zoom (Link on the online calendar)

2nd Tuesdays: 7:00 – 9:00 p.m. Run Session (These are work sessions at this time)

3rd and 4th Tuesdays: 7:00 – 9:00 p.m. Work Session

5th Tuesdays: 7:00 – 9:00 p.m. Run or Work Session

**Address:** 26008 S. Western Avenue, Harbor City, CA 90710

### OFFICERS

**President:** Mike Artner | (310) 245-5215 | [michael.artner1@gmail.com](mailto:michael.artner1@gmail.com)

**First Vice President:** Lloyd Lehrer | (310) 951-9097 | [lloydlehrer@gmail.com](mailto:lloydlehrer@gmail.com)

**Second Vice President:** Marty Bradley | (310) 600-3416 | [MKBradley@aol.com](mailto:MKBradley@aol.com)

**Secretary:** Tim Steinmeier | (310) 643-6370 | [tsteinmeier@socal.rr.com](mailto:tsteinmeier@socal.rr.com)

**Treasurer:** Eric Bloomer | (310) 351-2181 | [ericjbloomer@gmail.com](mailto:ericjbloomer@gmail.com)

### Groups.io

Groups.io is the online platform that contains the club's communications, activities and documents, including:

**Messages** – All club emails are stored here.

**Calendar** – List of club activities

**Files** – Rules & Regulations, Business Meeting Minutes, Operations, and more.

**Databases** – Club Roster

You will receive an invite to join our Groups.io. Upon acceptance, you will have access to this.



## New Members

The club will review your membership application at the next Business Meeting.  
After a vote of approval, you will become a Probationary Member.

### **ADULT MEMBERSHIP LEVELS**

#### **PROBATIONARY MEMBERSHIP**

The purpose of the Probationary period is to determine if a new member acts responsibly with club property, the club facility, and with club members. Probationary Members have no voting rights. They may attend and participate in all club activities only when a Senior Member is present. Probationary Members may only run on the layout with the supervision of a Senior Member, while learning how to properly run on the layout.

During the Probationary period (minimum 3 months), we will help you learn the basic safety requirements, responsibilities and running procedures of the club. Once you have met all of these requirements, you will be eligible for Associate Membership.

#### **ASSOCIATE MEMBERSHIP**

Associate members have no voting or key access to the facility, but they are encouraged to participate in all activities that they qualify for, and to learn the skills to maintain and run the Society. Committee membership is required and involvement in work crews is encouraged. Associate Members are welcome at the facility for meetings and scheduled work or run sessions. For non-scheduled times, Associate Members are only allowed to be present with a Senior Member. All rules regarding behavior are expected to be followed. Associate Members do not have to advance to Senior Membership to remain in the club.

#### **SENIOR MEMBERSHIP**

As a Senior Member you agree to take an active role in seeing that the club is maintained in a responsible manner. Senior Members have independent access to the club facility and voting rights. All Senior Members are expected to engage in the intricacies of running the Society through setting the example for the membership by conforming to the rules and helping others to do so. They are responsible for providing the guidance and support for all activities of the society, soliciting input and assistance from the other members, and encouraging participation from all of the membership.

#### **INACTIVE MEMBERSHIP**

Any adult member “in good standing”, who for reasons of health, occupation, financial, or personal business, wishes to become Inactive, may do so without forfeiting their membership, providing they notify the Secretary in writing. Inactive status shall be valid for a period of one (1) year only.

#### **ADDITIONAL MEMBERSHIP LEVELS**

Refer to the complete LAMRS Rules & Regulations for other levels of membership, such as Alumni, Honorary, and Student memberships.

## **UNDERAGE MEMBERSHIP LEVELS**

### **JUNIOR MEMBERSHIP**

Junior Membership is open to those under the age of 18. Junior Members are afforded the same privileges as Associate Members. All Junior Members must be accompanied by a Parent, Guardian or Custodian at all times and must follow the same rules of responsibility as outlined in LAMRS Rules and Regulations.



## Club Dues

All membership dues are due and payable at each regular business meeting. Members may prepay more than one (1) month's dues at a time.

Adult Non-Student Members: **\$45 per month**  
Adult Student Members: **\$15 per month**  
Junior Members: **\$10 per month**

Payments may be made in the following manners:

### CASH

Bring cash to a regular club meeting.

### CHECK

Mail check to Los Angeles Model Railroad Society,  
c/o Eric Bloomer, 18115 S. Dalton Ave., Gardena, CA 90248

### ZELLE

The email address to use for Zelle payments is: [Lamrsoc@gmail.com](mailto:Lamrsoc@gmail.com)

Zelle can be used through two methods:

1) Through your Bank Account; and 2) Using the Zelle app on your phone.

1) To use Zelle through your Bank Account:

Log in to your Bank Account. Go to Transfers. Select Zelle. Follow the prompts.

2) To use the Zelle app on your phone:

ACCESS ZELLE

Go to: <https://www.zellepay.com/> and confirm that your bank is listed.

Follow the instructions.

### PICK A PERSON TO PAY

Enter the preferred email ([Lamrsoc@gmail.com](mailto:Lamrsoc@gmail.com)) of the recipient. It should indicate that you are paying the Los Angeles Model Railroad Society.

### CHOOSE THE AMOUNT

Enter the amount to send to LAMRS. Follow the steps to complete the payment.



## Adult Member Privileges & Responsibilities

### PRIVILEGES

All non-Senior members may participate in business meetings and non-motion discussions, but do not have voting privileges. Senior Member privileges are covered in a different document, but they include: voting and making motions, holding elected office and independent access to the layout.

### RESPONSIBILITIES

**A.** All members are responsible for the wellbeing of the premises that we occupy, as well as other property within the building to which we have access. All damage, to any property, LAMRS or otherwise, shall be reported immediately to any Officer of the society who is present.

**B.** Any member who desires to be repaid for approved out of pocket expenses incurred for the LAMRS must fill out an 'Expense Reimbursement' form (obtained from the Treasurer) and return it along with the original purchase receipt(s) to the Treasurer.

**C.** Each member is reminded of their responsibility for the adherence to the following LAMRS rules:

1. Compliance with all construction practices and operating standards set forth in the Construction Standards and Recommended Practices and the Operations Standards and Recommended Practices.
2. Compliance with all LAMRS Rules and Regulations.
3. No handling of any member's personal equipment without the owner's express permission, unless that equipment is part of an operating session and must be handled in a routine manner to maintain said operations.
4. No unnecessary standing or walking on any part of the railroad.
5. No food or beverage is allowed on the layout.
6. No indecent, and/or suggestive language remarks or gestures within the LAMRS

layout room, or to any member or guest.

**D.** Section Foreman System

1. To maintain the track and layout in operational condition.

2. All adult members will voluntarily adopt a section. They will take responsibility for:

a. **REPORTING PROBLEMS** with track, scenery, structures or electrical issues (wiring, dead or shorting, and controls).

b. **CLEANING TRACK** at least once a month. This may need coordinating with the 2nd VP to assist with an op or run session.

c. **SECTION MAINTENANCE:** Dusting, vacuuming and removing foreign material that is not scenery or structures or touch up painting or repair (painting and repairs are to be approved by 1st VP).

3. The Section Foremen are to report all issues by posting it on the problem board).

If they have the skills, they may do the repairs themselves after approval, or assistance, from the 1st VP.



## 5 Steps to Associate Membership

Completion of the following steps, along with a minimum of (3) months as a Probationary Member, will enable you advance to Associate Membership.

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### STEP 1: BUSINESS MEETINGS

Attend a minimum of (3) three business meetings. Fill in the dates of the meetings attended below.

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

Verified By LAMRS Secretary: \_\_\_\_\_ Date: \_\_\_\_\_

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### STEP 2: REGULAR MEETINGS

Attend a minimum of (6) six regular Tuesday meetings. Fill in the dates of the meetings attended below.

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

4) \_\_\_\_\_ 5) \_\_\_\_\_ 6) \_\_\_\_\_

Verified By: \_\_\_\_\_ Date: \_\_\_\_\_

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### STEP 3: RULES & REGULATIONS

Read the LAMRS Rules & Regulations. The Membership Committee will test the member to ensure the knowledge of important issues.

Locate the Article, Section and page number that details this requirement:

*All members are welcome at the facility at meetings and scheduled work or run sessions.*

*For non-scheduled times the Associates are only allowed to be present with the express permission of a Senior member who will be present at the facility. They will leave when that Senior member is ready to leave.*

Article No.: \_\_\_\_\_ Section No.: \_\_\_\_\_ Page No.: \_\_\_\_\_

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

Locate the Article, Section and page number that specifies who is eligible to vote and make a motion:

Article No.: \_\_\_\_\_ Section No.: \_\_\_\_\_ Page No.: \_\_\_\_\_

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_



Demonstrate a general understanding of the Rules & Regulations. The Membership Committee will endorse this statement when all steps have been met.

Verified By Membership Committee: \_\_\_\_\_ Date: \_\_\_\_\_

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**STEP 4: PARTICIPATE IN A LAMRS PROJECT OR COMMITTEE**

Participate in at least (1) one LAMRS project, maintenance or unrestricted committee.

List the project or committee below.

Project or Committee: \_\_\_\_\_

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

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**STEP 5: MONTHLY DUES**

Monthly dues are paid to current date.

Verified by Treasurer: \_\_\_\_\_ Date: \_\_\_\_\_

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**STEP 6: OPERATING KNOWLEDGE**

Demonstrate the following:

- 1) Use of a throttle (or smart phone app) to control a train and turnouts; use of the emergency stop function.
- 2) Proper handling of models, scenery and the layout in general to avoid doing damage to any of those.

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

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**STEP 7: LAYOUT PROCEDURES**

Demonstrate the following:

- 1) How to turn on and off the layout.
- 2) How to turn on and off the lights.
- 3) How to start up and shut down the layout.

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

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**STEP 8: SAFETY & EMERGENCY ITEMS**

Demonstrate the following:

- 1) Location of fire extinguishers.
- 2) Which fire extinguisher to use on a particular type of fire.
- 3) How to operate a fire extinguisher.
- 4) Location of the defibrillator.
- 5) Location of the First Aid kit and First Aid binder.

6) Location of the club phone for emergency use.

Verified by: \_\_\_\_\_

Date: \_\_\_\_\_

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## Club Committees

Upon joining the Los Angeles Model Railroad Society, you will be asked to join a committee. You may choose from one of the Committees listed below, or you will be assigned to one.

### **ELECTRICAL COMMITTEE**

(Reports to the 1st Vice President)

This committee's primary assignment is the design, documentation, and cost analysis of all wiring and, electronic components. This is to include panel and throttle designs; track detection and train signaling devices; the design and documentation and upgrading of all electrical and electronic circuits, schematics, wiring diagrams, and installation instructions.

### **OPERATIONS COMMITTEE**

(Reports to the 2nd Vice President)

The committee shall:

- 1) Develop all the necessary documentation for operation sessions.
- 2) Maintain an upgraded copy of the master track plan for display, so the existing track plan will be operated in a prototypical manner.
- 3) Be responsible for training and qualifying members for all operating positions and maintain a log of qualified members by position.
- 4) Develop and maintain a storage mechanism for rolling stock used in operation sessions and setup cars for use on the layout or removal as needed to support the session

### **CERTIFICATION COMMITTEE**

(Reports to the 2nd Vice President)

This committee shall:

- 1) Be responsible for the certification of all member owned and LAMRS owned rolling stock and motive power.
- 2) Train Certifiers to certify equipment and maintain a log of all items that have been properly certified.
- 3) Ensure that only certified equipment is used during any official run program.

## **MEMBERSHIP AND RECRUITING COMMITTEE**

(Reports to the Secretary & Membership Committee Chair)

Shall develop a recruiting and membership budget and be responsible for maintaining a Membership Committee Plan. The committee is responsible for recruiting efforts, including:

- 1) Coordinate promotion and advertising efforts to recruit new members
- 2) Interface with publications, media and social media to publicize LAMRS and “Open Membership Notices”
- 3) Be responsible for helping in the advancement and inclusion of LAMRS members.
- 4) Shall assist with managing and/or developing materials for new members

## **OPEN HOUSE COMMITTEE**

(Reports to the Open House Committee Chair)

The committee shall develop a budget, advertising materials and Flyers for Open Houses.

It will submit advertisements with sufficient lead times to get into any publication and be responsible for all notifications to periodicals and news media about LAMRS Open House events and shall arrange for delivery of Open House flyers to pertinent locations.

If a raffle is to be held, acquire raffle prizes from manufacturers and dealers, and obtain the necessary raffle tickets. The committee will recruit member volunteers to help.

## **FUNDRAISING COMMITTEE**

(Reports to the Fundraising Committee Chair)

This committee will be responsible for all activities that would generate income, and transfer all revenues to the Treasurer in a timely manner.

## **FACILITIES COMMITTEE**

(Reports to the Facilities Committee Chair)

The Facilities Committee is responsible for all aspects of the physical space, including cleaning and minor maintenance, painting, etc.

It also includes insuring that all safety measures, such as fire extinguishers, first aid kits, etc., are accessible and properly maintained.



## Club Polo Shirt

Your application fee (adult members only) entitles you to one Polo shirt.

### **PORT K500P BURGUNDY POLO SHIRT** (short sleeve with pocket)

Select from the following sizes:

- S**    \_\_\_
- M**    \_\_\_
- L**     \_\_\_
- XL**  \_\_\_
- XXL** \_\_\_
- 3XL** \_\_\_
- 4XL** \_\_\_
- 5XL** \_\_\_
- 6XL** \_\_\_



## Code of Conduct

Complete Los Angeles Model Railroad Society Rules & Regulations

can be found at: <https://lamrs.groups.io/g/MAIN>

Main | LAMRS; Files; LAMRS OFFICIAL DOCUMENTS; LAMRS Rules,

Bylaws and Policy Documents; LAMRS Rules & Regulations Amended thru 02.07.2023

<https://lamrs.groups.io/g/MAIN/files/LAMRS%20OFFICIAL%20DOCUMENTS/LAMRS%20Rules,%20Bylaws,%20&%20Policy%20Documents>

- A. Obey the LAMRS Bylaws and Rules& Regulations.
- B. Do not engage in any action which offends the public or this society's conscience, or any conduct which would be detrimental or disruptive to the best interests of the Los Angeles Model Railroad Society and its members.
- C. Respect all members and guests.
- D. Do not willfully or maliciously damage, or destroy any property within the LAMRS layout room.
- E. Do not bring alcoholic beverages or recreational or illegal drugs into, or consume such within the LAMRS room.
- F. Do not remove or steal any property.
- G. Pay all required dues in a timely fashion.
- H. Do not smoke, or be under the influence of alcohol, or drugs within the LAMRS layout room.