

Guidance Note #3

Guidance on Financial Support for Region Meets, Conventions, and Other Activities

Background

- 1.1. The NMRA British Region (“Region”) Board of Directors (“BOD”) is aware that there is always financial pressure on any organiser of a Region Meet or Convention and other activities that benefit the NMRA at large, Region or local members . The BOD is also keen to encourage and incentivise any group of members, whether a formally recognised group such as a Division or Sub-Division or simply fellow members not bound by membership of a common Division etc, to hold such events with the support of Region. Such support may extend to other events that the BOD shall recognise and authorise to receive the financial support of Region.
- 1.2. The BOD is also mindful that when staging a Region Meet or Convention, the organising team does so for the benefit of NMRA members at large. Therefore given the financial support offered by Region, any profit arising from such Region Meets and Conventions should, as a general principle, be donated to the Region. In any situation where the event is organised by a recognised group, that group shall be entitled to retain for its own funds up to 50% of any such profit arising (see below for details).
- 1.3. This guidance does not apply to any situations where the organising group or team is prepared to assume all risks, including the cost of arranging suitable insurance cover, other than exceptional cases where the BOD shall approve any financial support.
- 1.4. All cases where funding is made available, including the exceptional cases, shall be recorded in an appendix to this Guidance Note for future record.

2. Objectives

- 2.1 The purpose of this paper is to set out the financial support available to the organisers of any Region Meet, Convention or other event and the relevant rules governing the financial arrangements.

3 Basic Principles for Region Meets and Conventions

- 3.1 Any losses arising from the staging of any Region Meet or Convention will be met by Region and not by the organising team or the group or groups they represent.

3.2 BOD will arrange and bear the cost of all insurances for any Region Meet or Convention which must be arranged in accordance with the BOD's guidance on Insurance for Meets and Conventions etc. The relevant details must be provided in good time to the Secretary of Region.

3.3 BOD will in addition authorise the Treasurer to provide a fixed contribution of £100 towards exhibitor's expenses for any Region Meet and £200 for any Region Convention in the form of an interest-free loan until the financial outturn of the Region Meet or Convention is established.

3.4 In the event that the final profit does not exceed the following levels, the loan will be written off by the BOD and it will become a grant:

£200 for a Region Meet; and

£400 for a Region Convention.

In the event that the profit does exceed the above limits, before making any donations of any kind, the loan is repayable to Region, although the BOD may exercise its discretion and apply a sliding scale pro rata to any profit made above those limits and write off a proportion of the loan.

3.5 As indicated above all profit arising from any Region Meet or Convention shall be donated to the Region. However, in the event that a Region Meet or Convention is organised by a group or groups formally recognised within the Region (that is any Division or Sub-Division of Region or other Region group acknowledged by the BOD), the group/groups may apply to retain a share of the profits arising from their endeavours, up to a maximum of 50% thereof. The Region BOD shall not unreasonably withhold their approval to such an application.

3.6 In recognition of the above financial support being provided by Region, the organisers of any Region Meet or Convention must agree to discount admission and registration fees for NMRA members as against non-members by at least 25%.

3.7 The above financial support is in addition to any insurance effected for such events, and which is the subject of a separate guidance note.

3.8 The BOD must also satisfy itself, before making any commitment to giving any funds or support for any qualifying Meets or other meetings and exhibitions etc, that the relevant event is being organised in such a way that it is expected to at least break even and that any profit retained is never passed into the hands of individual members. Assurances should be obtained from the organising group that these conditions are satisfied.

4. Other provisions

- 4.1 The BOD may at its discretion, and upon a written application from any group of Region members, consider providing all or some of the above financial support to an event other than a Region Meet or Convention. However, the Region BOD must be satisfied that such event is primarily for the benefit of NMRA members and in the furtherance of the wider objectives of the NMRA. Discounted admissions must also be available to members in line with paragraph 3.6 above.
- 4.2 The BOD may also, at its own discretion, determine that a grant be made available to support the activities of member groups within Region where those groups are actively promoting the NMRA and providing benefits to members within their geographical areas.
- 4.3 The BOD can vary both the scope and value of any financial support offered to organisers of Region Meets and Conventions, provided such decisions are minuted by the Secretary at any meeting of the BOD or through any e-mail exchange resulting in a majority decision in favour of such amendment/variation. Such arrangements shall also be listed in the appendix hereto.

4 February 2013

APPENDIX

DETAILS OF ALL EVENTS AND ACTIVITIES APPROVED FOR FINANCIAL SUPPORT

NMRA BR Annual Convention
NMRA BR Region Meets
NMRA BR Themed Meets
Arden Rail Exhibition 2007
Arden Rail Exhibition 2008
Arden Rail Exhibition 2009