



FEATHER RIVER RAIL SOCIETY POLICY

DEFINITIONS

Effective Date: 05/01/04
Next Review Date: 02/07/2025
Replaces:

Legal Review Date:

Unless otherwise specifically defined in an individual policy statement, the following definitions apply to all policy statements.

The **Board of Directors** is the final authority and advisory body to the President, providing a forum for discussing corporate policy and operating issues. The Policy and Procedures committee is composed of the FRRS members appointed by the officers and board of directors.

Officers include the President, one or more Vice-Presidents, Treasurer, and the Secretary. The bylaws of the corporation may also provide for the election of Assistant Corporate Secretaries and Assistant Corporate Treasurers. Individuals elected to these positions are officers of the corporation.

General Manager or Executive Director is the person designated or hired by the Board of Directors to handle the day to day business of the Feather River Rail Society. In the absence of a General Manager or Executive Director, the President will handle the day to day business of the FRRS.

Officers and departments heads which do not report to the Board of Directors shall report to the General Manager or Executive Director. In the absence of a General Manager or Executive Director, the Officers and department heads shall report to the President.

Department Heads are the member(s) designated as general managers of various departments within the FRRS's operations whether in Operations, Maintenance of Way, Facilities, Mechanical, or any other areas of the FRRS's operations.

Employees include all volunteers, officers, or paid employees.

When used in the context of the scope of a policy statement, the term FRRS or PRM (Portola Railroad Museum) refers to all parts of the Feather River Rail Society.

FRRS policies define how the FRRS operates to achieve its goals and objectives.

Policy statements are brief statements of policies on a specific subject.

Standards Procedures are specific actions or processes which must be observed to implement a standard or guideline.

Guidelines are suggested ways to comply with a FRRS policy. Observing the guidelines is recommended.

Change Log:

Rev Number	Changes	By	Date
1	Initial Issue		5/1/2004
2	Changed to new format	Kerry Cochran	11/29/2017
3	Updated to reflect new review date add change log	Kerry Cochran	10/17/2021