Management

The management of Mid-Continent Railway Museum shall be under the direction of a General Manager (GM) that has been duly appointed or hired by the Board of Directors. The GM shall appoint a Management Committee consisting of two board members which shall be approved by the Board. The term of appointment for committee members shall be one year, and may be appointed to successive terms. The Management Committee shall assist the GM in the management of any and all unusual and extraordinary circumstances, or as directed by the GM in less critical situations.

The GM shall plan, organize, direct and coordinate the programs and activities, within the limits of the current bylaws and the policies established by the Board.

All officers, superintendents, department heads, project leaders, general foremen, full time paid staff, unpaid staff, volunteers, members, manager, or a contractor hired to manage any aspect of the Corporation, reports to the GM, within the limits of the current bylaws and policies established by the Board. The GM approves of all hiring and remuneration to be paid each staff person. The GM sets the length of employment of the seasonal paid staff. The GM has the authority to fire the paid and unpaid staff. The officers, superintendents, department heads, project leaders, general foremen, manager, or contractor hired to manage, recommends to the GM the hiring and remuneration of the paid staff in their department.

The GM shall prepare the annual budget with input from the officers, superintendents, department heads, project leaders, general foremen, manager, or a contractor hired to manage, for approval by the Board. The GM supervises the sales, marketing, fundraising, purchasing functions, and members activities. The GM also manages the line of credit, short and long term debt, and recommends to the Board when to borrow additional cash, and such other duties that may be assigned to it by the Board.

The GM may assign his/her duties from time to time to officers, superintendents, department heads, project leaders, general foremen, manager, contractor hired to manage, volunteers, and members, in order to spread the work load and have mutual cooperation and respect of each other.

The GM may assign management authority for day to day operations to a competent person when the proper officers, superintendents, department heads, project leaders, general foremen, manager, contractor hired to manage, are not available. The proper officer, superintendent, department head, project leader, general foremen, manager, contractor hired to manage, shall be notified as soon as possible if a management decision has been made in their area. The officer, superintendent, department head, project leader, general foreman, manager, contractor hired to manage, shall take any further action as deemed necessary to fully resolve the problem.

June 23, 2018