

The Hank Brown Memorial Award

Established: 2013

1. **General:** The Hank Brown Memorial Award is presented annually by the NARCOA President, in consultation with the Board of Directors, to the NARCOA certified excursion coordinator who has done the most to advance the rail car hobby during the year of the award.
2. **Purpose:** This award memorializes the contributions made Hank Brown to NARCOA as an excursion coordinator. Hank helped establish safe operating procedures, opened new railroads for excursions, conducted enjoyable excursions, and promoted the hobby.
3. **Guidelines:** Any NARCOA member may nominate an excursion coordinator for this award. The nominee must be a certified EC in good standing.
4. **Criteria:** The following general criteria will be used to select an excursion coordinator to receive this award:
 - a. *Dedication to safety* – nominee leads safety awareness by personal example, conducts excursions professionally, follows rules and procedures out of concern for members safety and the good of the hobby.
 - b. *Outstanding leadership within NARCOA* – nominee leads an excursion correctly, helps with the business of operating the affiliate and NARCOA, and is a good role model to members.
 - c. *Service to NARCOA members* – nominee maintains good communication with members, makes fair and impartial in decisions, and is willing to help other members
 - d. *Contribution to the growth of the rail car hobby* – nominee mentors new members, opens new railroads for runs, recruits new members for NARCOA, and makes excursions enjoyable.
5. **Award Procedures:**
 - a. Nominations should be in the form of a letter which identifies the excursion coordinator and outlines, in less than 500 words, the reasons for the nomination.
 - b. Nominations for the award will be submitted to the Chairman of the Nominations Committee, at dan.h.page@gmail.com not later than 1 June each year. The Committee will select no more than three finalists from the list of nominees and present the names to the BOD. The BOD will select the recipient.

- c. If no nominee is judged acceptable, the award might not be given in a particular year.
- d. The winner will be announced not later than 1 August. The award will be presented at the annual fall BoD meeting.
- e. The awardee may travel to the BoD meeting to receive the award at NARCOA expense. Awardees will receive a plaque and be listed permanently on the NARCOA website to mark their achievements.
- f. Officers and directors who are ECs are eligible for the award reflecting their service as ECs. Any officer or director under consideration for the award will recuse themselves from the discussion of and voting for nominees.
- g. The Hank Brown Memorial Award will not be presented posthumously.