

Feather River Rail Society
Board of Directors Meeting – January 14, 2017 – 1:00 PM
WPRM Meeting Room – Portola, CA

Vice-President Greg Elems called the meeting to order at 1:14 PM.

The following Directors were present

Eugene Vicknair (phone)	Charlie Spikes	Steve Habeck – 1:47 PM	Frank Brehm (phone)
Kerry Cochran (phone)		Greg Elems (phone)	Leisa Wesch (phone)

Attendance

Ethan Doty	Kevin Eckhart – 1:25 PM
David Epling – 2017 Election Chair	David Elems – 2:00 PM
Patty Clawson – Big Fish	

Correspondence

none

Consent Calendar

Approval of the minutes of the December 2016 General BOD Meeting.

Motion 01-17-01

Consent calendar approved as presented.

Vicknair / Spikes. Aye – 6, Nay – 0, Abstain – 0. Motion carries.

Old Business

none

New Business

Strategic Planning Meeting

Approve location and time for meeting, review preliminary agenda.

- Written report provided.
- Preferred to do meeting January 28.
- Primary site is Davis. Secondary site is Roseville - Monument.
- Start meeting at 10 AM.
- Expense would be under 67045 - Board Meetings.

Motion 01-17-02

Approve strategic planning meeting with Davis as primary location on January 28 with expense of \$500 from line item 67045 – Board Meetings.

Cochran / Vicknair. Aye – 6, Nay – 0, Abstain – 0. Motion carries.

- Eugene Vicknair asked for any additions to planning agenda be emailed to him.
- Patty Clawson to set up room.

Volunteer Manual

Review Members and Volunteer General Info and Training Manual, Volunteer Orientation and the Volunteer Communication policy.

- Written report provided.
- Kerry Cochran has been working on this for several years.
- Still in progress. Would like approval to continue with this.
- Wants input to update and wants to make sure we have updated info on all volunteers.

- Eugene Vicknair to send request to FRRS legal asking clarification on criminal checks and background checks.
- Consensus direction given to proceed and accept work so far.
- Manual includes rules, requirements for contact info, etc.

Upcoming Offsite Shows

Review plans / expenses for presence at upcoming off-site shows.

- Written reports provided at start of meeting.
- Great Train Show in Sacramento netted \$2,390 after cash out for volunteer dinner.
- Expense to attend show was \$975, so profit was \$1,415.00.
- Weather held down attendance.
- 20' of booth was used, could have used double that.
- San Jose show is February 24-26. Estimated cost for show is \$800 for 4 booths, estimated cost for hotels is \$420.
- Very large show, should have better attendance.

Steven Habeck arrived at 1:47 PM.

- David Epling discussed some observations from the show.
- Total charges for San Jose would be about \$1,250.

Motion 01-17-03

Approve attendance at San Jose Great Train Show on Feb 24-27, expenditures not to exceed \$1,400 from line item 53035 - Shows.

Vicknair / Spikes. Aye – 7, Nay – 0, Abstain – 0. Motion carries.

Advertising

Review ideas and costs for advertising in the coming months in prep for season open.

- Written report provided.
- Greg Elems talked about his discussions with Kalmbach.
- Railroad Tourist Guide has two sections: one is editorial section, one is ads. Editorial is free write-up.
- Previous edition we did not buy an ad, just went with editorial section.
- Questions about what kind of conversion we get from the guide. Pointed out that some people plan vacations around this guide.
- David Epling mentioned that we used to have a sticker saying “mention seen in Kalmbach Guide and get a discount”.
- Patty Clawson said that if it is a presence we have maintained, we should stay in it.
- Greg Elems stated that editorial section is written by Kalmbach, not sure how much control we have over it. \$698 is for 4 color full page ad. Close date is Feb 6, materials due Feb 13.
- Discussion about Kalmbach Tourist Trains Guide.
- Patty Clawson discussed Sierra Living Magazine. Is the redesigned / rebranded version of old Sierra Heritage. Debut issue is this month, focusing on Reno. Are offering a deal on advertising. \$900 per ad, minimum of 3 issues. Reach and demographic is pretty large.
- Deadlines for spring are coming up. Patty is also investigating AAA / VIA.
- Plumas Visitors Guide is coming up, ¼ page ad is \$435.

Motion 01-17-04

Approve advertising in Kalmbach Tourist Train Guide Edition 6 for full page 4 color ad and Plumas Visitors Guide for ¼ page ad. Expense is \$1,200 from line item 67010- Advertising.

Vicknair / Elems. Aye – 7, Nay – 0, Abstain – 0. Motion carries.

- Patty Clawson to place buys and Big Fish to work on graphics.
- Greg Elems to confirm Kalmbach ad and confer with editor. Greg to discuss feature articles with them.

Good of the Order

President's Report

- Verbal report
- Spent \$358 for chains on backhoe. So much snow it was getting stuck. Chains are working very well.
- Received lots of snow, then cold rain, then more snow. Very hard to plow and move.
- David Elems and Ethan Doty spent last few days clearing museum and mucking up water in Diesel Shop.
- All rooms on north side have water in them.
- Plumas Bank set-up is delayed. Signature cards are being signed. Once Susan Scarlett signs accounts will be activated. Steve Habeck will send account number to Eugene Vicknair for PayPal switchover. Steve will switch over BofA accounts once we know Plumas is running smooth. Needs minutes approving bank switch.

Motion 01-17-05

Add an item of urgency concerning Plumas Bank set-up.
Brehm / Vicknair. Aye – 7, Nay – 0, Abstain – 0. Motion carries.

Motion 01-17-06

Amending motion 10-16-03 to have signatories on new Plumas Bank account being Steve Habeck as President and Susan Scarlett as bookkeeper. Other signatories to be added as needed.
Vicknair / Spikes. Aye – 7, Nay – 0, Abstain – 0. Motion carries.

- Steve Habeck has received an additional \$1,790 in the fundraiser. Total so far is \$5,500. More are coming in. Cost for fundraiser was about \$900.
- Santa Train check and cash deposits were about \$3,700 for all three weekends after cost of light plant. Still need to tally credit card income.
- Santa Train: Had 18 cars first Friday, 76 first Saturday. Had 38 cars second Friday, 80 on second Saturday. Had 38 cars on third Friday, 155 third Saturday. Ran out of cookies by 6 PM third Saturday.
- Steve donated about \$2,500 toward Santa Train decorations.
- Entry gate is damaged due to snowplowing by the city.

Financial Reports

- *2017 Preliminary Budget*
- Reports were not ready in time due to reporting delay.
- Steve Habeck working with Elise to reconcile accounts and get inventory done.
- Bank account totals as of January 12 is about \$33,500 with some deposits still to be made. Some payments / bills are going out soon.

Director's Reports

- *Vicknair* – Donated about \$4,000 in cash and materials to the Society in 2016, about \$1,800 just for Pumpkin Patch Express decorations.

Event Reports

- *2017 Convention* – Still need shows. Steve Cope is going to do a show, then and now on WP.

Department Reports

- *Website* –written report provided. Need to update access to WordPress blog. Frank Brehm asked for updating of WPRRHS directory to eliminate WPRRHS name in text and directory. Need to transfer relevant pages to main site.

Committee Reports

- *Election* – Notices are out about nominations open: on museum Facebook page, website and email lists. Only confirmed candidate to date is Kerry Cochran. Charlie Spikes and Greg Elems stated in board meeting that they will run again. Charlie and Greg will send written nomination. Reaffirmed that election policy will be followed to the letter.

Legal / Insurance Report

- Our lawyer was back east and got sick, is getting back to our issues this coming week.
- Liability insurance premium was renewed with past issues coverage and first payment made.

Status of Surplus Property Report

Safety Report

- Snow and ice everywhere. Very slick. We need to keep critical walkways shoveled. Snow will be piled so that it melts into the creek.
- David Elems has been reviewing safety issues and checking against code. Noted that several items reported in OSHA complaint we addressed last month were things that did not apply to us and we are in compliance. Will have report on upgrading safety items for next month.
- David Elems reported that not much happening mechanical wise due to weather.
- Ethan Doty commented that extension cords to heaters in Board Room need to be unplugged if other extension cords are plugged into plug banks on main floor.
- David Elems stated that we need more surge protectors. Eugene Vicknair will try to get more high end surge protectors from one of his clients.

Public Comments

none

Notices

none

Closed Session – none requested

Adjourn

Meeting adjourned at: 3:20 PM
Next meeting: February 11, 2017 – 1:00 PM
Location: WPRM Meeting Room - Portola, CA

Respectfully Submitted, Eugene Vicknair -- Secretary, FRRS