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**General Superintendents Report**  
**Kerry Cochran**

**Date: December 7, 2016**

**General Superintendents Report**

While the current operation season has come to an end (Except the Santa Trains) I would like to take the time to thank all the members of the society for their help and time this year. Without all the volunteers, we would not be able to make the Caboose train, the Pumpkin train and the Santa train possible.

I would also like to thank all the volunteers in the Mechanical department for keeping the fleet operating this year and coming to the rescue when we had issue.

There are so many volunteers that help around the museum all the time and I would be remiss if I did not say thank you to all of you. Your help is needed to keep the place running and helping our visitors.

Keep Alert, Be Safe.

**Policies and Procedures Report**

Several of the revised Policies have been placed into the new format and posted on the WEB Pages for viewing.

**Historical/Archive Department Report**

**Last Report 8-7-2016**

As in my last report, I described the number of box cars that had Historical/Archive materials stored within them.

All Historical/Archive material box cars have had the locks changed to a high security lock and the appropriate officers have keys to these cars.

To follow up on this, I have identified the following:  
Here is a list of the box cars: (updated 9/2016)

FGEX	(Fruit Growers Express)	59932
PFE	(Pacific Fruit Express)	11454
PFE FRRX	(Pacific Fruit Express)	100468
SSW	(Cotton Belt)	23908
JRSX	(Simplot)	5021

UP/MP (RPO) 14144  
Contents:

UP/MP 14144

**Kent Stephens Collection**

Books, Photos, Slides, Research information, Documents, Correspondence and Magazines.

Efforts are in progress to catalog this collection.

PFE FRRX (Pacific Fruit Express) 100468

**Frank Beavers Collection**

Models, Correspondence, Books, Western Pacific Railroad items, Magazines.

I understand that either Rod or Gail McClure made an inventory of this collection as it was picked up. If that inventory is available it will save time in cataloging this collection.

**Delozier Collection**

Model Collection, Slides

Efforts are in progress to catalog this collection.

**Virgil Staff Collection**

Books, Correspondence, Slides

Efforts are in progress to catalog this collection.

**Merrill Thurman Collection**

Model Train Parts, Photos

Efforts are in progress to catalog this collection.

JRSX (Simplot) 5021

**Tom Broman Collection**

Rock Island Collection

Magazines Collection

Extra 2200X South

Railfan Quarterly

Passenger Train Journal

Railfan

Railway Age  
Pacific Rail News  
Trains  
Various other magazines  
Various Western Pacific Railroad Drawings  
Timetables  
Locomotive Manuals  
Air Brake Piping Manuals  
Lanterns

Efforts are in progress to catalog this collection.

**Bob Sims**

2 Western Pacific Railroad Oil Cans

**Virgil Staff**

Box of Maps

Efforts are in progress to catalog this collection.

One of the new things that you will find on the Historical/Archive WEB pages is, the FRRS History page, where several old FRRS (Portola Railroad Museum) WPRM documents will be available for viewing. This look back into the FRRS's history (by document) should give everyone a look back into the days when we started, thru our tenth year anniversary right in to, today.

One of the things I hope everyone will find an interest in, is the Grand Opening 1985 flyer announcing the opening of the museum and train rides.

The Circle the Wagons, Tenth year anniversary program

And the first printed Rules Book

I hope that you all will take a look and give us feedback on this concept.

If you come across and Historical/Archive, Donated materials, Please contact one of the staff of the Historical/Archive Department and let them know that the materials have been received and where it is located so that it can be moved to proper storage.

Director Frank Brehm has been lending a hand with all the documents needed to make sure that we have operating policies and procedures in place to account for the Arthur Walter Keddie Railroad library.

## **Eugene Vicknair Investigative Report:**

The committee appointed has been given all the documentation provided by Eugene Vicknair and are in the process of reviewing these documents to make its report to the Board of Directors.

## **Working Group Meetings**

In the background during the non-operating season, there is some hard work going on for not only the operating department, but the museum also.

Paul Finnegan, Kenneth Finnegan, Rick Gruninger and Kerry Cochran, have been working on various Operating Department procedures for next year's training classes and adding more content to the training for our volunteers.

During these meeting, there are other thing that have been brought up that concern the overall operation of the museum and the volunteers. These items relate to Safety, Volunteer records, Volunteer Training, RAL Operations and several other issues.

I walked away with 7 pages of notes that will be used for discussion with other department within the museum, plus discussion items that I will discuss with the President and Secretary.

One of the larger projects is the revision of the Red book (actually Orange right now) will be revised for next year to represent the current practices of the operating department and make the book more consistence with the operating rules.

During these discussion there will be some new addations to the book, several positions (Car Attendant, Switch Tender, Student Hostler and Qualified Hostler.

Kerry Cochran  
Director, General Superintendent.