

## **Director Report February 2020**

### **Vice-President Steve Habeck**

Despite the fact that we are in the midst of our off-season, much has been going on around the Museum in the past month. With mostly cooperative weather, we were able to take down and store all the Santa Train decorations and materials quite rapidly, allowing us to get the passenger cars secured and out of the shop, freeing up shop space for inspections and maintenance activities per the Mechanical Department's plan. The rotary and its power unit (snail) have already been inspected, serviced, and tested; currently the WP 1503 and SP 2873 are in the shop for inspections and maintenance. We also have two cabooses staged in preparation for a possible rotary run, per the winter fundraiser recently announced. This work is being done by David (Fritz) Elems, Ethan Doty, and myself.

Work on the archive car is also in high gear, again thanks to the mostly-cooperating weather. I have been opening the Museum daily this week at 9 or 9:30 for the contractor that is putting in the new flooring, and standing by until they leave for the day. We are also routing a gas line from the big tank by the office car down to the archive car for the heater, which is already installed and operational. Once we gather some data from the propane tank under the archive car, we may be able to refill it and have it available as a backup. Work to this point on the archive car (mostly to prepare for the new flooring and sidewalls) has been done by Eugene Vicknair, Janet Steeper, Bart Hansen, David (Fritz) Elems, Greg Elems, and probably others. Charlie Spikes is installing the new gas line.

While I was standing by for the flooring contractor, I spent some time going through our roster data on the website, and found some things that I am concerned about. There are lots of grammatical and spelling errors, and some equipment's information is downright incorrect. I realize this was a big project to get all this data on the site, and errors were bound to creep in, but I'd like to see us start fixing some of the more glaring issues. I noted about 20 items on the Tour Book pages, and about 10 items on the Roster pages.

The FRRS trailer that was taken to the train show last month was returned last weekend, although it still needs to be unloaded.

Our new liability insurance policy is in effect. The total premium, including the finance charges for the installment plan, is \$20,633.75, of which we already paid the \$5533.44 down payment. This is considerably less than it was last year; one of the reasons may be that the premium is partially based on ticket sales (which were down last year). The policy has a \$5000 deductible. There are other factors involved in determining the premium that we will have to be aware of. Statements I made regarding our operations on the questionnaire have been accepted by the underwriter, and we are again bound by them. Most of these are already current policy, such as all visitors must be seated, no riding on platforms or steps, only one

operation going on at a time (RAL or caboose train), and our 10 mph speed limit. Our training program was also a big plus for the underwriter, as was our Policies and Procedures Manual. They also took note of our plans to continue maintenance on our track (particularly the balloon track). New things to be aware of include tighter control on shop access (must have barricades around work, hazard, and shop areas when the Museum is open, whether work is going on or not), no freight train operation when the Museum is open, except for special events, and the big one: no yard switching when the Museum is open to the public (not including moving RAL engines and caboose train power). There are no restrictions on yard switching before the Museum opens to the public, or after the Museum closes to the public.

I have been in contact with the person at RBC (investment accounts) regarding adding people to the authorized list, per the Board's direction in December. I will be obtaining the information RBC is requesting from the individuals involved and forwarding it to RBC. They will then send out signature sheets for the new users to complete.

Per President Elems' direction, we are taking the Ford truck, the Dodge truck, and the SP fire truck out of service, officially. All three vehicles are currently not operable, with no plans to work on any of them until spring. Because of this, I have suspended the insurance on these vehicles (except Comprehensive), and they are, or soon will be, placed in PNO (Planned Non-Operation) status with the DMV. Once any one of these vehicles is returned to serviceable status, it **cannot** be taken off the Museum property until the insurance and registration is restored. This process can take up to 10 days, so be aware.

I am in receipt of Charlie Spikes' payment for the election materials, as of today, 2/7/20. No other payments have been received as of this date at the Museum PO box. I check the Museum PO box daily, and have Ethan as a backup if I am not able to do so.