

## Minutes of Past Meetings

### August 1999

The meeting was called to order at 1335 hours at the Portola Library. All Directors were present with the exception of Brehm & Monger. Guests present were Portola City Administrator Jim Murphy, Linda Brimmer and Chris Simpson. Minutes of the previous meeting were approved as amended. No Treasurer's report was available.

#### CORRESPONDENCE:

1. East England Tank Museum addressing the possible acquisition of the two military tanks now in possession of the museum. The disposition of this matter will be pursued.
2. Hundman Publishing Inc. asking to buy the F. R. R. S. mailing list. Discussion followed and it was decided that Director Holmes would research this and bring a decision to the next Board Meeting.

#### EXECUTIVE DIRECTOR REPORT:

- a. Reported that Director Holmes had filed form 990 and sent to Ken Barnhart for completion. Chairman Anderson will sign & mail to IRS
- b. Museum Roof repairing and painting of roof could not be done prior to Railroad Days.
- c. Railroad Days two large and 3 small layouts will be displayed at the museum during Railroad Days.
- d. There is a concern regarding the lateness of The Train Sheet.

#### COMMITTEE REPORTS:

**SALT LAKE CITY 44 TONNER:** After much discussion the Board authorized Director Holmes to proceed with the details necessary to return the 44 Tonner in Salt Lake City in its present state back to Portola. In the discussion it was debated as to which manner would be best. Whether it be parting out the unit at the present location or bringing it back as a whole unit. The Board, on a split vote, decided that it should come to the museum in its present configuration. MOTION 1-8/99

**2001:** Director Stiles gave an in-depth report on the status and condition of Engine 2001. It was his contention that the accident involving this engine was not of any great concern and Director Morgan concurred that a given amount of repair would erase the damage. Director Englert was of the opinion that the engine should be returned to the Museum as soon as possible, however, Director Stiles stated that the obligation to the Yolo Shortline had yet to be fulfilled and until such time as the engine was in running order and that obligation had been met then the engine could be returned to Portola. Director Stiles indicated he was working toward fulfillment of this obligation and would have a report for the Board at the September meeting.

**SILVER HOSTEL:** As to the retrieval of the Silver Hostel, Director Morgan reported that he will be leaving for St. Louis on August 23rd to prepare and make arrangements for bringing this unit to the Museum as soon as possible.

#### OLD BUSINESS:

**RAILFAIR FINANCIAL REPORT:** Director Monger forwarded an in-depth report of his expenditures for Railfair with cor-

roborating receipts. After some discussion this item was tabled until the Treasurer can examine the billings. He will report to the Board in September.

**WP BOXCAR 22009:** Director Vicknair gave an in-depth report and the A & D Committee recommendations are as follows: 1. The said car is a proper candidate for reuse 2. It is not unique in the collection 3. It is damaged and would be hard to repair The reuse as proposed is potentially unacceptable and the committee asks that the conversion be done in a manner sensitive to the potential concerns of U.P.R.R.

**CREDIT CARDS:** Director Holmes reported that four credit cards had been procured for use by various individuals to make purchases connected with their duties in performing work for the museum. Discussion followed - the Board decided to withhold distribution of the cards until such time that a meeting with the Treasurer would be held to determine the use, procedure and limits of the cards could be stipulated. A report will be given at the September meeting.

#### NEW BUSINESS:

**Trainmaster Jim Gidley** was present at the meeting and he indicated to the Board that it was his intent to appoint Don Nelson as "Asst. Trainmaster". Also he suggested that the Annual Board Meeting be held on Railroad Days in order to garner a larger attendance from the membership. Also at this time the Glad Hand Award will be proffered and he indicated that on Railroad Days there will be only 1 train and it will start at noon.

**ALCO S-2 SWITCHER AND BUDD CAR:** After much discussion concerning these two units which have been offered ... the possible acquisition was referred to the A & D committee for further action. Director Vicknair is to advise the A & D committee of this assignment.

**UPCOMING CONVENTIONS:** A discussion by the Board as to the merit of member attendance at the ARM & TRAIN CONVENTION . After discussion the Board authorized the following:

1. Director Morgan to attend the ARM Convention with expenses not to exceed \$1200.00. MOTION 2-8/99
2. Director Holmes to attend the TRAIN convention in Virginia in November. Director Holmes will bring a projected cost to the September board meeting for consideration. Director Holmes has offered to pay his own airfare.
3. The Shasta Daylight Convention in Redding will be September 30 - October 3. Director Holmes was authorized to attend with hotel and gas expense to be paid by the FRRS in the amount of \$345.00. MOTION 3 - 8/99

**LIBRARY CAR:** The Board discussed the Library Car in great length. Work is in progress on this unit for archive storage. Conversion requiring the cutting of a door for easier access was discussed. Director Englert noted that Ken Roller had noted that an interior door could be erected directly behind the sliding doors thereby eliminating the need for intrusion into the existing metal for such access. This idea is to be considered by John Walker and Director Morgan. Wood has been made available for construction of shelving material, however, Email concerns about the utilization of wood in the storage of archives has been received. It was suggested that metal would better serve the art of preservation. Also, the

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possibility of other cars being suited for this purpose.

**RAL:** Director Englert brought forth the possibility of restricting RAL operations to weekdays only and after discussion the Board asked to have Director Englert survey the possibility of such action and the item would be discussed at a future meeting.

**PAVING:** Director Morgan moved that appropriations in the sum of \$700.00 for the paving of the membership entrance driveway (including preparation of the crossing for crosstie inspection, replacement of defective ties and the installation of guardrails). After minimal discussion the Board approved this action. MOTION 4-8/99

**RAIL FAN DAYS:** Director Englert moved the Board pay for room and travel for Arthur Lloyd to attend this function in order to promote the C/Z restoration at a booth for the Silver Hostel. The Board was in complete agreement that this was indeed something that would enhance the possibilities of restoring this unit. Expense for this outing not to exceed \$150.00. MOTION 5-8/99

**FILES IN SAN FRANCISCO:** Director Holmes advised the Board of his desire to journey to San Francisco to retrieve and return 27 file cabinets donated to the museum. After discussion the Board was in agreement that it was in the best interest of the museum for this to occur. Director Holmes was asked to accomplish this in a manner that would be least expensive to the museum.

**MUSEUM VAN RETURN:** A discussion ensued as to the possibility of the return of the van, belonging to the museum and now being used by Director Stiles in his efforts to maintain Engine 2001. It would be used by the museum to pick-up people at the airport for transport into the museum. Portola City Administrative Officer Jim Murphy indicated that the city had a car that could be used for this purpose and they could make it available if such a need arose, Director Stiles indicated that there was still need for the van at its present location and he desired to retain it. He indicated it would be returned when work was completed on 2001. Director Morgan indicated that it was the original intent to dispose of the van when it was no longer needed at its present location due to the expense of repair and insurance. This item to be continued to the October meeting.

**AIMS, GOALS & OBJECTIVES:** The Chair indicated that the process of forming an Aims, Goals & Objectives Committee is moving ahead. Information regarding this committee will be forthcoming.

**CAMP CAR:** The A & D committee will address this project.

**LUMBER ACQUISITION:** Sierra Pacific Industries has donated a considerable amount of lumber, which was originally intended for shelving and storage space in the Library Car, and arrangements are being made for transportation from the Quincy Mill to the museum site. Portola City Administrative Officer Jim Murphy again offered the services of the City to assist in this endeavor. In the event it cannot be used in the library car there are no doubt other possible areas of construction that would be appropriate for its utilization.

**TRANSPORTATION ENHANCEMENT ACTIVITIES (TEA):** Director Holmes presented a document for the TEA program in which a letter of proposal was exhibited and after some discussion Director Vicknair agreed to take this to the A & D

committee. This would be a good program in which the museum could acquire monies to enhance museum activities. Among those projects that might be considered would be the Silver Hostel. The proposal and request must be in place by September 10, 1999

**POLICY:** Director Stiles proposed the consideration of developing and adoption of a POLICY PROCEDURES MANUAL. It was decided to definitely pursue such development of a manual such as this as soon as possible.

**PAINTING OF RAILROAD TRACKS ON STREET:** The Board discussed the painting of the Railroad Tracks on Commercial St. in Portola. Director Englert was uncertain as to the time of application. Director Stiles felt that given the time limitations that perhaps this project should be delayed until next year. The Board directed Director Englert to resolve this issue.

Being no further business the meeting was adjourned.

### September 1999

Meeting was called to order at 4:45 p.m. Director Englert, Neves & Brehm were noted absent. Minutes of August meeting were approved. Financial report was presented in part and a full & complete report is expected from our auditor at the October 16th meeting.

#### CORRESPONDENCE:

Correspondence was read from:

Dan Brady - re: financial report

Thank you from San Francisco Cable Car Museum

Dakota Southern R. R. - trade of cars available

#### EXECUTIVE DIRECTOR REPORT

1. T.R.A.I.N. Convention costs - Motion 8 - 9/99 Director Holmes to represent us at convention. Expenses not to exceed \$ \$1300.00

2. Train Sheet should be in mail within the week

3. Calendar Ad - Chairman Anderson to address this

4. 24 file cabinets from San Francisco are in Portola

5. Las Vegas Convention - Motion 7-9/99. Dir. Holmes to attend. Expenses not to exceed \$450.00

#### COMMITTEE REPORTS:

**A&D COMMITTEE.** Director Vicknair gave a report on:

1. Alco S-2 Switcher and camp car. Director Vicknair will investigate the possible acquisition of the Camp Car. Other acquisitions will also be investigated.

2. T.E.A. grant request (copy in file). Director Vicknair also advised the Board that he was no longer a member of the A&D Committee.

The Board voted not to buy the Santa Fe RDC-I. Discussion concerning the WP 4-8-4 tender was held re: the possibility of leasing this unit. Director Morgan appointed to look into this. It was the recommendation of the committee not to sell the 4404.

**A.G.O. Committee:**

A motion by Director Morgan that the Board accept the crea-