

## Minutes of Past Meetings

**July 7, 2001**

Interim President Hank Stiles called the meeting to order at 6:04 p.m.

The following directors were present:

Andy Anderson, Jim Murphy, Norm Holmes, Eugene Vicknair, Hank Stiles, Jan Brietwieser.

Directors Frank Brehm, Pat Brimmer and Kerry Cochran were absent.

Visitors Present:

Dan Brady, Ken Iverson, Gary Hall, Missy Iverson, Rod McClure, Dan Nelson, Tom Graham, Judy McGrath, Jack Palmer, Dave Bergman, Ashley Bergman.

Directors Pat Brimmer and Kerry Cochran arrived at the meeting 6:10 p.m. Director Brehm was contacted via telephone and participated telephonically.

### PRESENTATION:

Jim Gidley, Jr. and other members of the family of Jim Gidley presented the museum with a print to be displayed in memory of Jim Gidley. Interim President Hank Stiles accepted the print and thanked the family.

### ITEMS REMOVED FROM THE AGENDA:

Mr. Stiles noted that the following items would be removed from the agenda since there was no need for the Board to take action;

Old Business item: #16 Bylaws.

New Business items: #3 Storage Tracks, #6 Mailing Software, #7 Renewal of Domain Names.

### REORGANIZATION OF THE BOARD:

President Stiles opened the floor for nominations for President.

Director Brehm nominated Steve Habeck for president. Director Brimmer nominated Jim Murphy for president.

There was a brief discussion regarding non-board members being appointed as president. It was determined that board membership was not a requirement of the presidency. There was also discussion regarding appointing someone who was not in attendance as president. Steve Habeck was contacted via telephone and indicated that he would accept the position if elected. The nominations were then closed.

Secretary Tigan counted the votes and reported that four (4) votes were cast for Steve Habeck and five (5) votes were cast for Jim Murphy. Jim Murphy was appointed as president.

The floor was opened for nominations for vice-president.

Director Brimmer nominated Andy Anderson.  
Director Vicknair nominated Hank Stiles

Director Holmes nominated Steve Habeck .

Once again Steve Habeck was contacted by telephone and indicated that he would accept the position if elected. The nominations were then closed.

Secretary Tigan counted the votes and reported that there was one (1) blank vote, one (1) vote for Hank Stiles, three (3) votes for Steve Habeck and four (4) votes for Andy Anderson. Andy Anderson was appointed as vice-president.

The floor was then opened for nomination for Secretary and Treasurer.

Director Anderson nominated Leslie Tigan for Secretary.  
Director Stiles nominated Dan Brady for Treasurer.

The nominations were then closed. Leslie Tigan was appointed as Secretary and Dan Brady was appointed as Treasurer.

### CONSENT AGENDA:

June 2, 2001 Minutes

a. F7B Report, ZP Report, Makita Tools Report, Membership Report. Minor changes to the minutes were accepted.

Motion #01-07-01

Made by Hank Stiles, seconded by Jan Brietwieser to approve the consent agenda reports, with minor changes noted to the June 2, 2001 minutes.

### OLD BUSINESS:

**ORGANIZATIONAL CHART:** Gary Hall presented the Departmental Positional Chart and requested Board members to make and additions they felt were needed. After a brief discussion it was determined that a Road Master position should be added under the Facilities Manager, and the Board accepted the chart.

**POLICY AND PROCEDURES MANUAL:** Director Cochran provided the following sections of the Policy and Procedure Manual for consideration: Volunteer Records, Use/Protection of FRRS Info, Volunteer Communications, Policy & Standards Development, Records Retention, Business Ethics, Mission & Goals, Office Space Use, Classification of Legal. Director Brimmer reviews the changes that were made in the newest version of the policies.

Motion #01-07-02

Made by Hank Stiles, seconded by Eugene Vicknair to adopt the nine policies with changes discussed by Mr. Brimmer. All directors present voted in favor.

**OLD HOSPITAL:** Director Stiles reported that he had a conversation with a FRRS member who is employed by the State Historical Building Safety Board and he suggested the Hospital should be first listed on the County Historical Register. There was discussion relating to the pros and cons of getting the building on such a list. It was the consensus of the Board that more information was needed, Directors Vicknair and Stiles would work on acquiring information. Director Holmes reported on securing the building and grounds and discussed letting Rosie retrieve

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personal belongings.

Motion #01-07-03

Made by Kerry Cochran, seconded by Eugene Vicknair to document phone conversations between Hank Stiles and Rosie Soto and continue with clean up of the building, while asking for legal advise relating to the disposal of any property. All members present voted in favor.

TANKS: Doug Morgan presented a report relating to the Army's request to demilitarize the tanks. He was unable to produce the letter from the Army. There was discussion about asking the Army to come take the tanks back. It was the consensus of the Board to direct Mr. Morgan to follow up with the Army.

WP BOX CAR: Norm Holmes presented a proposal for the boxcar project.

Motion #01-07-04

Made by Pat Brimmer, seconded by Andy Anderson to accept the proposal from Norm Holmes. All members present voted in favor.

LIVING QUARTERS: Jim Murphy presented a report from the City Building Inspector regarding safety issues at the museum. He noted that work at the museum had been done without proper permits from the City and some things would need to be brought up to code. After further discussion it was the consensus of the Board to have the Site Committee work with the City's Building Inspector to fix the problems.

WEB SITE UPDATE: Eugene Vicknair reported on actions since the last meeting that had brought the web site up with the address wplives.org. It was the consensus of the Board that a Webmaster position should be inserted into the organizational chart.

TOOL RENTAL POLICY: At the last meeting action was taken to have a committee formed at this meeting to develop a tool rental policy. Hank Stiles and Kerry Cochran were then appointed as the committee.

FINANCIAL REPORT REVIEW: Mr. Brady explained that a draft financial statement had been presented at the earlier new board workshop. Norm Holmes indicated that he did not feel the endowment fund figures were correct. Mr. Brady asked Mr. Holmes to provide information relating to the funds he felt were not accounted for. Mr. Holmes indicated that he would get the records to Mr. Brady. There was also discussion as to what financial report should be published in the Train Sheet. Mr. Brady will let Mr. Brehm know.

TAMPER: Mr. Morgan reported on the tamper and progress being made to get it back to the museum. It was the consensus of the Board to have Director Murphy work with Mr. Morgan and get the tamper back.

MAGNOLIA TOWER: Mr. Morgan reported on progress being made to complete the Magnolia Tower transfer. He noted that he would continue to work with Amtrak and keep the board posted.

RAILROAD DAYS PORTOLA: Model trains will be displayed at the museum and a new locomotive may also be on display. Directors Murphy and Cochran will work with the Railroad Days committee.

TRUCKEE: Doug Morgan provided a report and asked for it to be placed on the next agenda.

FACILITIES PLAN: Eugene Vicknair provided a report on Phase I of the plan. Director Brimmer suggested that the first step should be to talk to UP since they are the property owners.

INSURANCE: It was reported that there is a current workers comp policy and that each year someone needed to shop around for liability insurance. It was also the consensus of the Board to have a Safety Manager inserted into the Organizational Chart.

WP2001: UP will release it by July 31 and the engine will come up the beginning of August. Mr. Stiles will keep Mr. Murphy informed if any-thing changes.

### NEW BUSINESS:

#### TRAIN ORGANIZATION:

Motion #01-07-05

Made by Kerry Cochran, seconded by Pat Brimmer to rejoin and maintain membership in the TRAIN organization. All members present voted in favor.

#### WHEEL CHAIR LIFT:

Motion #01-07-06

Made by Kerry Cochran, seconded by Eugene Vicknair to authorize the purchase of a wheelchair lift. All members present voted in favor.

NEW ROOF SIGN: Mr. Murphy explained that there was not enough information to discuss this item.

FIRE HOUSE BUILDING: Director Murphy explained that this item had not been discussed by the City Council, owners of the antique fire truck, and removed this item from the agenda.

U25B: Eugene Vicknair reported on a proposal to trade the U25B. It was the consensus of the Board to have Hank Stiles and Jim Ley start discussions with Mt. Rainier Railroad

### ITEMS ADDED TO THE AGENDA:

PASSENGER EQUIPMENT: The board reviewed two color schemes for passenger equipment.

Motion #01-07-07

Made by Hank Stiles, seconded by Kerry Cochran to approve the silver and orange color scheme and name cars after historical individuals in the WP.

SAILBOAT: Norm Holmes reported that he had found a buyer for the sailboat.

Motion #01-07-08

Made by Hank Stiles, seconded by Eugene Vicknair to sell the sailboat for \$400 immediately.

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GERLACH WATER TOWER: Norm Holmes presented a letter requesting use of the Rail Society to run a grant through for restoration of the Gerlach water tower. It was then consensus of the board to place the item on the next agenda.

EXECUTIVE SESSION: Mr. Stiles asked Mr. Holmes if he wanted to discuss the item in open session and Mr. Homes responded that he did. Mr. Stiles explained that Mr. Holmes' refusal to follow accounting practices requested by the accountant had led to his termination at the gift shop. Mr. Holmes agreed to help during the transition period.

### GOOD OF THE ORDER:

Mr. Murphy requested to meet with Department Heads at 10am the next morning.

Mr. Brehm asked Mr. Brimmer to apologize for comments he made at the last meeting relating to the web page. Tom Grahm indicated that he had always thought the web page was owned by the museum.

Ms. Tigan reported on a donation in memory of a 4-year-old child who had been to the museum prior to his passing away.

Mr. Vicknair reported that the crossbucks were ready to be picked up in Stockton.

### ADJOURN:

Meeting adjourned at 10:04 p.m.

### August 4, 2001

President Jim Murphy called the meeting to order at 6:00 p.m.

The following directors were present:

Andy Anderson, Jim Murphy, Norm Holmes, Kerry Cochran, Eugene Vicknair, Hank Stiles, Frank Brehm.

Directors Pat Brimmer and Jan Breitwieser were absent.

Visitors Present:

Steve Habeck, Dave Bergman, Tom Graham, Jack Palmer, Judy McGrath, Susan Scarlett

### ITEMS REMOVED FROM THE CONSENT CALENDAR:

Motion No. 01-08-01

Made by Director Vicknair, seconded by Director Stiles to remove item 3d, Reno Excursion, from the consent calendar for separate discussion. All directors present voted in favor. Directors Brimmer and Breitwieser were absent.

### CONSENT CALENDAR:

Minutes - Approval of the July 7, 2001 meeting minutes.

Finance Reports – Accept the reports.

Transaction Report June 2001

Transaction Report July 2001

Profit & Loss Report

Project Reports – Accept the reports.

Baggage Car 5653

Lounge Car 754

Power Car 594

removed

UP 105

WP 707

WP Caboose 428

Magnolia Tower

Facilities Safety and Living Quarters Conditions

Makita Tools

Motion #01-08-01

Made by Hank Stiles, seconded by Jan Brietwieser to approve the consent calendar with the exception of item 3d, Reno Excursion. All directors present voted in favor. Directors Brimmer and Breitwieser were absent.

### OLD BUSINESS:

ENDOWMENT FUND: President Murphy reviewed the report by Dan Brady regarding the balance of the Endowment Fund. He explained that there was no certain way to determine which amount was correct and suggested the board make a decision on a figure to use as the balance for the Endowment Fund. Director Cochran reviewed figures that had been published in earlier Trainsheets. Director Holmes reviewed what he remembered about the closing of certain accounts and transfers of funds.

Motion #01-08-02

Made by Director Anderson, seconded by Director Vicknair to transfer \$34,955.99 from to the Endowment fund and utilize the total balance of \$162,509.49 as the balance on 1/1/00. All directors present voted in favor. Directors Brimmer and Breitwieser were absent.

GERLACH WATER TOWER: President Murphy reviewed a request from the Public Resources Associates requesting the FRRS apply for a grant for them. After brief discussion it was the consensus of the Board to deny the request.

TRUCKEE RAILROAD DAYS: President Murphy explained that he had spoken with the President of the Truckee Down Town Merchants who was seem surprised that the Board had not yet approved any participation by FRRS in the Truckee Railroad Days event. Mr. Murphy had explained to them that the Board would be considering participation at today's meeting. Doug Morgan reviewed issues in last year's agreement with Truckee and noted that there were some obligations that Truckee was requesting being relieved of. These obligations were painting and repairs to some FRRS equipment. Various members of the Board expressed concern with last years contact and noted that they felt a new contract would need to be reviewed thoroughly before they could consider approval. The board discussed liability exposures and insurance concerns.

Motion No. 01-08-03

Made by Director Holmes, seconded by Director Stiles to approve the relief to the obligations of last years contract as requested by Truckee. Directors Vicknair, Holmes, Stiles, Cochran, and Brehm voted in favor.