

## November 2012 Board Meeting Motions and Actions Summary

Consent Calendar tabled to December meeting.

### Radio System License and Museum Radios

- As of Dec 31, all railroad radios must conform to narrowband format. Fines for non-compliance.
- All locomotive radios are not compliant.
- Director Cochran working on upgrades for hand radios.
- Training this year will emphasis hand signals.
- Suggestion to set up radio review and upgrade during Crew Training this year.
- Personal radios that are not compliant must be banned due to potential fines.
- Tabled to December meeting.

### Volunteer Hours Tracking System

- Review acquisition of hours tracking system previously discussed.
- System would be separate from the Point of Sale system. Reviewed how it would operate.
- Tabled to December

### Museum Auto Show

- Written report provided on concept for auto / truck show at museum.
- Director Carter has compiled information on how to set up such an event.
- Idea is that people who are interested in cars / mechanicals would also be interested in locomotives and our collection.
- Would need volunteers and would need to spread rock / gravel in the parking lot to create better surface.
- Would need port-o-potties, other support items.
- Auburn has weekly car show that brings in as many as 900 cars.
- Request to see a budget covering expenses, parking lot improvements. Need to see space allocation in parking lot.
- Concerns about getting enough volunteers to staff.
- Usually car shows charge \$25-\$40 per entry.
- Suggestion to add surface sealant if we put down gravel.
- Suggestion to use hospital space for as alternative location. Could plant grass up there.
- Consensus direction to pursue more research and report back.

### Off-Site Board Meetings

- Written report provided.
- Discussion about history and purpose of off-site meetings.
- Costs vs. benefit were debated.

- Pointed out that conference call system allows for remote access to meetings.
- Member Scott McAllister offered local member perspective. Suggested that awareness of off-site meetings may be an issue. Could there be more of a push to attend the off-site meetings.
- Suggestion to promote the meeting locations better and make them more inviting.
- Need article in *Train Sheet* about Board Meetings.
- Suggestion to hold off-site meetings still in 2013 and promote meetings better. Report back December 2013 on status. Suggestion to send postcard inviting to off-site meetings and other events.
- Look at ways to lower cost of meetings.
- Set up February 2013 for Orchid Suites and November 2013 for location of International Railfair.
- Suggestion to include off-site meetings into in Year End Fundraising letter.
- Consensus direction to promote meetings in 2013 and report back in December 2013.

### Napa Valley Baldwin Locomotive

- Written report provided on proposal to place NVR DS-6-6-750 on long term loan to West Coast Railway Association.
- Discussion about West Coast Railway Association and their progress.
- Noted that original owner of the 51 was affiliated with the Great Northern.
- Outer end traction motors are damaged. NVR 51 needs 14 batteries. Used to run in Portola. Reportedly could run again with little work. Has cast frame.
- Discussion of price and merits of trade vs. sale.

### Motion 12-11-01

Accept report and terms as presented and make loan offer to WCRA. Do not mention specific equipment, but word as equipment suitable to our collection.

Carter / Elems. Aye - 7, Nay - 0, Abstain - 0.  
Motion carries.

### Calendar Fundraiser

- Written report provided proposal photo poster and calendar fundraising products.
- Several months ago a photographer and some models were doing a shoot at the museum.
- Photographer and models have offered to do calendar and posters as a fundraiser / income source.
- Suggestion to do for 2014 and use a small run press.
- Idea is to do photos inspired by and creating an homage to Virgil Staff's photography and include Virgil's photos in this. Work with Frank as archivist.
- Concerns to verify liability, model releases. Make sure we coordinate shooting times / actions on equipment.

- Example given of shoots done in a similar way at Reno Air Races.
- Photographer and models have offered to do this for no fee. Asked for credit.
- Concensus to explore issue further and review budgets and legal / responsibility issues.

### President's Report

- *Safe Deposit Box* – Safe Deposit box was opened on October 19, 1999. Was signed by Norm Holmes, Andy Anderson and Skip Englert. Bill for box has been paid. Need to get Norm and / or Andy to the bank to access the box. Rod McClure has tried contacting Norm and we have heard no response. Kirk Baer spoke to Norm about the box. Norm is looking for the box key.

### Financial Reports

- Financials and financial reports provided.
- Questions about some charges asked by members. Answers provided along with background.
- Our budget position over last year is \$102,000 in the black. Currently have over \$108,000 in bank. SP 4404 money being held "in escrow" until locomotive moves.

### Director's Reports

- *Monger* – Is assisting in the creation of an Arcadia Press book on the Edward Hines Lumber Company. Also working on a book with Signature Press.
- *Elms* – crew worked 3 Saturdays working on ballasting new ties installed last year. Next spring expect to do more ballasting, tamping and tie replacement. Balloon slow order has been lifted.
- *Habeck* – "Gems" of collection have been moved into Diesel Shop or close proximity as security measure.

### Department Reports

- *Museum Store / RAL* – Basically done for the season except for one scheduled for the 21st. One RAL was missed while Gail was on vacation and gentleman received an RAL certificate for replacement and appreciated our customer service on this. Intuit has sold Homestead web store operation and has discontinued interface between their POS and webstores. We need to upgrade our POS system, our version is no longer supported. Cost is \$899 plus tax. Gail is looking at lowering credit card / merchant service costs with Intuit. Looking also at adding debit card capability. Cost of 3rd Party software to link POS and webstore runs from \$23 / month to \$899 one time. Has been talking about web operations with Tom Carter as webmaster. Discussing how to proceed as webstore was not set up properly in beginning. Recommending to upgrade to Intuit Store version 11 and upgrade our credit card / debit card systems, purchase a third party interface to the web store and

update our webstore and continue with it when properly operating, then later evaluate its performance after having them properly them linked and operating for several. Total estimated expenses to update as outlined are about \$1500 to \$2000. Concensus direction for Gail McClure to proceed as outlined.

### Legal / Insurance Report

- Insurance is in place for Fourth Street house.

### Status of Surplus Property Report

- *SP SD9 4404* – Coupler replacement is proceeding.
- *MILW U25B 5057* – Cascade Rail is over \$10,000 and they have \$1,500 in challenge donations out. Looking good for \$15,000 by March. Cascade is still looking for shop in Washington to do cosmetic restoration work.

### Safety Report

- Getting cold and snowy around museum.
- Due to incidents this year, suggestion we emphasize during crew training that we have 5 MPH speed limit. We have a lot of kids running around and people moving around terminal when caboose trains operate. Plan to completely revamp Operations Bulletins Book.

### Public Comments

- *Scott McAllister* – Commented that there is a lot more going on than average member sees. Offered to write item for web and Train Sheet to help encourage members and volunteers. Asked what is going on with the archives. Gave background on recent changes. Asked that more info be placed in the Train Sheet on the archives.
- *Kirk Baer* – Has a set of rail tongs he will donate to museum. Expressed concerns over loss of members due to lack of conventions and fewer Headlights. Stated that the gift shop has been disappointing in years past and is impressed with this year's improvements. Thanked Gail McClure and her volunteers for their hard work this year in the gift shop.
- *Debra Baer* – Portola RR Days is at crossroads, no one showed up at last planning meeting. They are looking for people to chair / work on committees.

### Notices

- Santa Trains December 1 and 8

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## December 2012 Board Meeting Motions and Actions Summary

### Motion 12-12-01

Consent Calendar

Correction to November minutes: All locomotive radios are NOT compliant with new regulations.