

## September 2012 Board Meeting Motions and Actions Summary

*continued from last issue*

### Financial Reports

- Financials and Financial Report provided.
- Current net profit in over \$38,000 for the year. We have kept expenses way down this year, almost \$85,000 lower than last year. Except for donations, all income areas are down from 2011 except for special events, asset sales and rental income, but much lower expenses are offsetting.
- Short term credit carried is coming down due to new income and payment plan approved by Board.
- James Mason congratulated the Board for their recent financial actions.
- Discussion about fundraising. Noted that several members have made some big donations.
- Revenue on Museum Store is down about \$15,000, but profit on store is way up and expenses down about \$28,000.
- Thanks from the Board to the Museum Store volunteers for their hard work.
- Talked to tax person about reimbursement for Museum Store volunteer driving miles. Volunteers need to submit form with actual miles. Reimburse rate is \$0.50 / mile.
- Question about quantifying the dollar value of volunteer work. Hours volunteered should be reported to Gail McClure so that it can be quantified and reported. Dollar value of volunteer hours can be counted as matching against grant funding.

### Director's Reports

- *Vicknair* – presented preliminary 2013 Calendar and asked for revisions and approval for October.
- *Elms* – reported on trackwork performed this weekend on soft spot near Milward Switch

### Event Reports

- Wedding at museum next Saturday, using Silver Plate and baggage car. We are receiving donation for use of cars and facility.

### Department Reports

- *Archives* – written report provided. WP Chief Dispatcher's desk was moved from Sacramento last weekend.

### Committee Reports

- *Membership* – Concerns about loss of several members and regular volunteers. Suggestion to send

out a survey to determine reasons and ways to increase / retain volunteers and members. Another suggestion to have member / volunteer table at events and hold a "job fair" at the beginning of the season to encourage and educate on volunteer positions.

### Status of Surplus Property Report

- *USNavy MRS-1 544* – Alco Museum in Schenectady, NY is considering the offer authorized last meeting.
- *SP SD9 4404* – Contract has been signed by FRRS President McClure with two minor adjustments requested by Western Rail. Waiting for Western Rail to sign and send check.
- *MILW U25B 5057* – Reports are that Cascade Rail Foundation is making good progress on fundraising and is on track to complete purchase of the locomotive.

### Safety Report

- Be careful of wasps. Still very bad this year.

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## October 2012 Board Meeting Motions and Actions Summary

### Appointment of Depts, Committees and Chairs

- Kyle Wyatt is head of Historical Society / Department
- Ron Huey is head of the Election Committee with Matt Shuman as assistant
- All other positions remain the same

### Motion 12-10-01

Consent Calendar

Accept September 2012 Minutes.

Vicknair / G. McClure. Aye – 6, Nay – 0, Abstain – 2.  
Motion carries.

Gail McClure commented that she was unaware that volunteer hours were supposed to be reported to her. She reminded Board that a volunteer tracking system had been approved on a funds available basis several years ago. Volunteer tracking item placed on November Agenda. Gail McClure will get revised numbers.

### Director Oath of Office

– tabled from August

- Written report provided.
- Suggestion on killing item until more research is done on item.
- Consensus direction to drop item from agenda until more research / information acquired on the item.

Request Frank Brehm to review the item further.

### **Member and Volunteer Outreach**

- Written report provided concerning ideas on how to improve membership and volunteer numbers.
- Suggestion to hold a Volunteer Orientation Day.
- Gail McClure offered to coordinate Volunteer Day and asked that it be done as a volunteer orientation day complete with dinner.
- Opinion that having a volunteer to focus on memberships and volunteer recruitment at off-site events is a great idea.

#### Motion 12-10-02

Accept report and recommendations concerning Volunteer Outreach as presented.

G. McClure / Vicknair. Aye – 7, Nay – 0, Abstain – 1.  
Motion carries.

### **2013 Event Calendar**

- Preliminary calendar provided.
- Discussion about Portola RR Days dates.
- Need to add trackwork days.

#### Motion 12-10-03

Accept 2013 Calendar.

Vicknair / Carter. Aye – 8, Nay – 0, Abstain – 0.  
Motion carries.

### **Radio System License and Museum Radios**

- Written report provided on need to switch to narrowband by end of year..
- Need to modify FCC license to new narrowband requirements. Kerry Cochran will oversee this.
- We need to retire old radios and acquire new ones that meet new narrowband requirements.
- We have 6 radios that meet requirement but must be reprogrammed.
- We need to acquire new radios, recommendation to look at fundraising campaign for acquisition and / or request donation of appropriate radios.
- Brand new compliant radios that would handle our use cost about \$400 - \$500 each.
- Question about how many volunteers own personal radios. Suggestion to let members know about any good deals in case they want to buy their own.
- Elms brothers report examples of the 6 donated radios that meet requirement are performing well.
- Questions about how many radios we need. About 10 portable radios, plus speakers mics, holsters and other accessories. We also need some base stations and loco radios. Need budget of about \$10,000 for replacement program.

- Any donation request we make for radios need to be very specific so that we get hardware that will work and be compliant with the narrowband rules.
- Suggestion to put article in the Train Sheet about these needs.
- Question about phasing in purchases of new radios. Prefer to get in batch to maintain common models of equipment.
- James Mason pointed out that operations expenses are way down this year. We do have some funding available for this. Line item 51060.
- Question is old radios have any value. Only to amateur, non-licensed usage. All licensed usage needs to meet new narrowband specifications.
- Question about how we determine radio use, concerns about treatment of radios by volunteers.
- Pointed out that from a practical view we need to switch over by March 2013 due to season needs.
- Kerry Cochran will be bringing more info on radio acquisitions to November meeting.
- Consensus direction to have Kerry make the license changes.
- Tabled to November meeting.

### **Media Day**

- Written report provided on setting up a Media Day around opening of operations season.

#### Motion 12-10-04

Accept the report and request formation of ad-hoc committee.

G. McClure / Vicknair. Aye – 8, Nay – 0, Abstain – 0.  
Motion carries.

- President McClure selected Matt Parker, Eugene Vicknair, Tom Carter for ad-hoc committee.

### **President's Report**

- Written report provided.
- Equipment has been moved from Norm Holmes' house in Portola. Moved was WP wood boxcar, WP wood caboose and FR&W Whitcomb locomotive.
- Concerns about ability to get permissions for Dunsmuir Railroad Days 2013.
- Visitor numbers have dropped off in recent weeks.
- Frank Brehm and David Dodds crewed our table at the UP 844 event in Sacramento. Handed out brochures and other information at the event.

### **Financial Reports**

- Financials and financial reports provided.
- James Mason went over report of Endowment status.
- Three of the five Endowment trustees attended Endowment meeting last week. Gail McClure also

attended.

- Reviewed how the Endowment is structured and how it benefits the General Fund.
- Reviewed how RAL is now managed and supported by the Endowment. RAL profits have remained stable from last year.
- Endowment is doing very well. Are looking at ideas for Estate Planning and Endowment fundraising.
- Trustees have asked to add Lynn Gordon as a trustee. Lynn is a former management professional with the Union Pacific. Has degrees in Public Relations and Political Science.
- They have also asked for Gail McClure to be appointed as Board Liaison for the Trustees.

#### Motion 12-10-05

Appoint Lynn Gordon to the Trustees and appoint Gail McClure as liaison.

Carter / Elems. Aye – 7, Nay – 0, Abstain – 1.  
Motion carries.

- Income for 2012 is profit of over \$49,000, not including \$45,000 just received for sale of SP SD9 4404. This is opposed to deficit of \$34,500 this time last year.
- Financial direction is very positive.
- Income from SP 4404 is being held back from budget availability until locomotive leaves the property.
- Suggestions for fundraising efforts. Discussion about appreciated stock transfers. Year End Fundraiser needs to go out soon.
- Request for info to put in Train Sheet on stock transfers and estate planning.

#### **Director's Reports**

- *G. McClure* – Contacted by Toy Train Operators Society and Lionel Train Operators Society. They are doing annual convention in Reno at Grand Sierra. We are going to be one of their visit sites. July 13, 2013 is the tentative date. Eugene Vicknair to provide equipment histories for tours. Volunteers needed to assist with visitors.
- *Monger* – Milwaukee Road Historical Society is sending \$3,000 to the MILW 5057 purchase effort. Cascade Rail at about \$9,000 on fundraising.

#### **Department Reports**

- *Museum Store* – written report provided at meeting. Covered Railroad Days and Labor Day weekend. Currently using only about 40% of available space. To increase revenue, we need to spend money to improve store further and add more stock. Estimate is that we are down about 25% on visitorship, but income down only slightly. Profit margins on products are increased and costs are down. Have received requests for new

products and explored other new product options. Suggestion to generate new shirts that are WP specific. Point of Sale system computer needs to be upgraded. Webstore needs to be rebuilt as it was not originally set-up properly. Webstore will go down over winter while it is being rebuilt.

- *Trackwork* – Greg Elems led another 3 Saturdays of trackwork. Assisting were Matt and Dave Elems, Rick Gruninger and Charlie Spikes, as well as Deanna and another volunteer. Done a lot of tamping and track is much more level and secure. Current slow order will be pulled from balloon. Suggestion to add permanent slow order through the yard.

#### **Status of Surplus Property Report**

- *SP SD9 4404* – couplers and AEI tags received and work to start soon on conversion. Check for \$45,000 received and cleared.
- *US Navy MRS-1 544* – Alco Museum is still considering purchase.
- *Fourth Street House* – appraisal has happened and we are waiting on final report.

#### **Safety Report**

- Dead trees and slash in parking lot will be removed soon. Other tree removal needs to happen soon.
- UP crew has removed old WP code line from property. Poles were removed by UP crew. Line was only de-energized last week.

#### **Public Comments**

- ALL volunteers need to record their hours.

#### **Closed Session**

Meeting adjourned at 6:29 PM, returned at 7:02 PM.

- The Board heard a report on a legal item – FRRS v. Kasten / ITAC. No action taken.
- The Board heard a report on a legal item – Worthen v. FRRS. No action taken.
- The Board heard a report on a business issue – Security. Consensus direction given.

#### Motion 12-10-06

Add item of urgency: authorization for access to BofA security box.  
Vicknair / G. McClure. Aye – 8, Nay – 0, Abstain – 0.  
Motion carries.

#### Motion 12-10-07

Authorization for Gail McClure to act on behalf of FRRS for all issues pertaining safety deposit box 00J8964-9 at the Portola Bank of America branch.  
Vicknair / Carter. Aye – 7, Nay – 0, Abstain – 1.  
Motion carries.