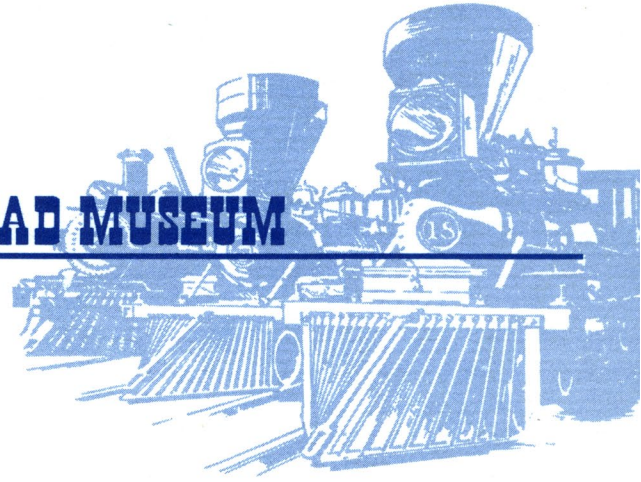


FRIENDS OF THE NEVADA STATE RAILROAD MUSEUM

VIRGINIA AND TRUCKEE DIVISION

P.O. Box 1330
Carson City, Nevada 89702



MINUTES OF THE FEBRUARY 11, 2019
BOARD OF TRUSTEES MEETING
NEVADA STATE RAILROAD MUSEUM
CARSON CITY, NEVADA

Call to order - Meeting was called to order at 6:03PM

Roll Call – Trustees present were Rick Kohler, Barry Simcoe, Michael McClain, Bill Kohler, Larry Knack, Carol Foster and Amanda Thompson. Rebecca Bevans was absent but excused. Vern Horton was absent. Representing the museum were Dan Thielen and Adam Michalski. A quorum was established.

Minutes of the December 3, 2018 regular meeting were approved. Motion to approve made by Michael McClain, second by Carol Foster.

Correspondence – None

Treasurer's report – See attached report. Motion to approve made by Rick Kohler, seconded by Carol Foster. Motion passed.

Larry Knack reported on the Santa Train financial results.

A discussion was held regarding advertising strategies. It was concluded that the advertising used to promote Santa Train was effective and will be used again.

-Actions of Executive Committee:

None

-Actions of Board

None

OLD BUSINESS:

-Capital Campaign Committee-

Barry Simcoe reported that activity is still pending.

-Audit committee-

Barry Simcoe recommended that the board approve having an audit done this year. Motion made by Carol Foster, second by Rick Kohler to have an audit in 2019. Motion carried.

-Bricks –

Susan Allen is temporarily handling the brick program and is keeping up with the orders and updating records. The brick program will be turned over to a volunteer when Susan completes the update. Larry Knack purchased a computer and software that will be dedicated to brick program use.

-Events Committee –

Carol Foster presented Rebecca Bevan's event committee report and projected budget. A motion was made by Carol Foster, second by Rick Kohler to approve up to \$1000 for the Easter event. Motion passed. The rest of the budget items will be deferred until the April board meeting in order for the items to be identified properly.

-Election Committee-

No report.

Rail Camp-

Bill Kohler reported that six out of the ten available spots have been sold. Acknowledgment letters and current rule books have been sent to those who have enrolled. Bill asked that the board approve a budget not to exceed \$5000 for the Rail Camp. Motion was made by Carol Foster to accept budget, second by Larry Knack. Motion passed.

Special committee meeting will be scheduled soon to upgrade and refine Rail Camp curriculum.

Fund Raising –

No report.

Interpretative Committee –

Loren Jahn discussed the possibilities regarding the commemoration of the 150 year anniversary of the completion of the transcontinental railroad and also the 150 year anniversary of the completion of the Virginia and Truckee Railroad.

Dan Thielen reported that the museum is in the process of planning special interpretive events around the May 10 anniversary of the driving of the gold spike.

Barry Simcoe suggested that a special committee be established, chaired by Loren Jahn, to explore and plan interpretive events and activities for both the transcontinental railroad completion and the Virginia and Truckee anniversary. Loren agreed to chair the committee. Meetings will be announced when planned.

-Membership Committee –

See attached report.

-Motor Car Operations-

No report.

-Steam Train Operations-

No report.

-Sagebrush Headlight-

Adam Michalski reported that current issue has been mailed and he is working on the winter edition that will be mailed in early March.

-Website -

Adam Michalski reported that he will make sure Karen Arendes receives an e-copy of the new rulebook so the website can be updated.

-Youth Committee –

No report.

-Other Old Business-

None.

-New Business-

Dan Thielen submitted a letter requesting funds for various museum projects and activities. The requests are as follows:

1. Up to \$500 to support the Easter Egg Hunt. This was increased to \$1000 and approved earlier during the meeting.
2. Change the previously schedule Night Photo Shoot to November 16.
3. Provide \$100 matching funds to purchase a tiny projector to be used in the 150th Exhibit. Motion made by Larry Knack, second by Carol Foster. Motion carried.
4. Facebook advertising expenses for 2019: \$1600. Deferred until the April meeting.

Dan also requested funds not to exceed \$1000 for the May 10 event. Motion made by Michael McClain, second by Carol Foster. Motion carried.

GENERAL COMMENTS –

None

ADJOURNMENT- 7:50 PM

Respectfully Submitted,

Bill Kohler, Secretary

**TREASURER'S REPORT - FNSRM REGULAR ACCOUNT
FOR THE PERIOD: DECEMBER 1, 2018 - DECEMBER 31, 2018**

Beginning Balance \$ 50,190.93

INCOME

Donations	\$ 262.00	
Iron Horse Rail Camp	\$ 2,289.61	
Memberships	\$ 1,591.13	
Santa Train - Photos	\$ 2,907.16	
Santa Train - Raffle	\$ 1,823.07	
Total Income	<u>\$ 8,872.97</u>	<u>\$ 8,872.97</u>

EXPENSES

Advertising	\$ 4,333.78	
Audit & Accounting Services	\$ 5,000.00	
Bank Service Charge	\$ 14.00	
Cal Fire Camp - Saw Blade	\$ 672.00	
Credit Card Fees	\$ 203.94	
Membership Chairman	\$ 312.00	
Membership Postage	\$ 34.20	
Santa Train Expense	\$ 2,703.35	
Total Expenses	<u>\$ 13,273.27</u>	<u>\$ 13,273.27</u>

Ending Balance \$ 45,790.63

MONEY MARKET ACCOUNT

Beginning Balance	\$ 12,879.32
Interest Earned – December 2018	\$ 0.51
Transfer from Checking Acct	

Ending Balance \$ 12,879.83

Respectfully Submitted,



Larry Knack, Treasurer

January 4, 2019

Friends of the NSRM Membership Report for DECEMBER, 2018

MEMBERSHIPS		MEMBERS
Students:	2	2
Seniors:	183	183
Individuals:	69	69
Family:	95	182
Senior Couple:	132	261
Sustaining:	47	77
Contributing:	11	20
Patron:	4	7
Lifetime:	9	10
TOTAL:	552	811

In addition there are 43 Complimentary Memberships that receive the Sagebrush Headlight.

Respectfully,

Susan D Allen

Susan D. Allen

Membership Chairman

Memberships Purchased in DECEMBER

9@\$20.....\$180

4@\$35.....\$140

8@\$40.....\$320

7@\$60.....\$420

3@\$100....\$300

31 \$ 940

IRONHORSE RAIL CAMP

2@\$1160..\$2320

BRICKS

DONATIONS

\$6112

TOTAL

\$9792.00

Events Committee Report - 2-11-2019

Santa Train:

This year's Santa train was a wonderful success. Not only did we have an overwhelming number of volunteers, thanks to Crystal and her recruitment of students needing volunteer hours, but we had support from our current volunteers. Everyone worked together as a team and the flow of events seem to happen with less friction and more group cohesion. Our visitors seemed happy, and those that weren't were addressed immediately.

It was nice having a lot of volunteers inside the depot to assist our visitors. Carol, Michael, and Ariana did an excellent job with will call tickets. Carol also did a great job managing the platform and taking care of visitors. Susie is always a great help whenever she volunteers. Barry and Darlene did a great job with ticket sales and managing to sell every or nearly every seat on the train. A shout out to Alex Bevans who sold a lot of raffle tickets every day he was there. And I want to thank Baron von Steam for his support on the platform and in line where he entertained guests. His entertainment was very helpful in diffusing some aggravation or frustration people had by standing in line or having to wait on the platform. Everyone who volunteered did a wonderful job and we appreciate all their efforts.

The Santa's pajama express:

Trains were also a great success. We had less visitors this year and I hope to work more with other members of the community this year to reach out to those families who could benefit from this special train. But for the families that were there. This was a priceless gift of normalcy during a time in their lives that very little is normal. I want to thank everyone who assisted on the special trains and remind them of how special they are to these families.

Upcoming events:

This coming year we have several events. We have illuminated our Steampunk event over Father's Day weekend. We do have a steam up the weekend of the 22nd and 23rd of June that we might be planning an event around, details will develop over the next few months. We have condensed the Harvest Train to one weekend instead of two so that we can have a more concentrated effort and provide a better experience for our visitors. We will also be participating in the Nevada day parade this year so anyone who would like to volunteer for that is encouraged to let us know. We will be bringing the handcart through the parade and possibly other artifacts. Santa train will be three weekends again this year and we look forward to hire volunteer involvement in our signature event.

If anyone is interested in volunteering at the events, we host events committee meetings once to twice a month. Please contact Rebecca Bevans to be added to the events committee email list.

**FNSRM RESTEAM HISTORY - TREASURER'S REPORT
FOR THE PERIOD: DECEMBER 1, 2018 - DECEMBER 31, 2018**

Beginning Balance \$4,026.23

INCOME

Donations - Restricted \$ 6,000.00

Total Income \$ 6,000.00 \$ 6,000.00

EXPENSES

Administrative \$ -

Total Expenses \$ - \$ -

Ending Balance \$10,026.23

Respectfully Submitted,



Larry Knack, Treasurer

2018 SANTA TRAIN EVENT

\$ 2,000.00 EXPENDITURE BUDGET FOR EVENT

\$ 175.00 Facebook Ads

\$ 2,175.00 Total Budget Available

EXPENDITURES

12/3/2018	\$ 95.96	ck#2204 Adam Michalski - Facebook Advertising
12/3/2018	\$ 245.13	ck#2206 Larry Knack - Photo Ink Cartridges/Computer
12/4/2018	\$ 14.10	ck#2209 Rebecca Bevins - Raffle Tickets
12/12/2018	\$ 149.00	ck#2211 Dan Thielen - Camera Equipment
12/18/2018	\$ 148.42	ck#2212 Tom Tabacco - Photo Ink Cartridges/Computer
12/18/2018	\$ 50.74	ck#2213 Dan Thielen - Propane for Heating Ticket Desks
1/3/2019	\$ 395.29	ck#2215 Tom Tabacco - Used Camera Equip for Santa Train
1/3/2019	\$ 675.88	ck#2216 Dan Thielen - Candy Canes
1/3/2019	\$ 40.88	ck#2217 Rebecca Bevins - Candy Canes, Table Cloths
1/10/2019	\$ 79.04	ck#2218 Adam Michalski - Facebook Advertising

\$ 1,894.44 Total Expenditures

\$ 280.56 Available Budget

REVENUES VS EXPENDITURES

12/8&9/2018	\$ 1,303.63	Raffle \$470.89;Photos \$832.74
12/15&16/18	\$ 1,564.49	Raffle \$714.26;Photos \$850.23
12/22&23/18	\$ 1,862.11	Raffle \$637.92;Photos\$1,224.19

\$ 4,730.23 Total Revenue to Date

\$ 1,894.44 Less Expenditures

\$ 2,835.79 Net Increase in Revenue for Event

Note: **FINAL** as of 01/31/19 - Total Revenue from Raffle \$1,823.07;
Total from Photos \$2,907.16

EVENTS 2019 BUDGET	General	Facebook	Total
<u>APRIL:</u>			
Easter – April 20-21	1,000.00	100.00	1,100.00
<u>MAY:</u>			
150th Anniversary - May 10-12		100.00	100.00
Memorial Day – May 26-28	500.00	100.00	600.00
<u>JUNE:</u>			
Dueling Doodlebugs - June 8-9		50.00	50.00
Ironhorse Rail Camp - June 13-16		150.00	150.00
Steam Up - June 22-23	500.00	50.00	550.00
<u>JULY:</u>			
4th of July – July 4-7	500.00	150.00	650.00
Steam Up - July 20-21		50.00	50.00
<u>AUGUST:</u>			
Dueling Doodlebugs – August 10-11		50.00	50.00
Jazz and Beyond - August ??		50.00	50.00
<u>SEPTEMBER:</u>			
Labor Day – Aug 31-Sept 2	500.00	100.00	600.00
<u>OCTOBER:</u>			
Harvest Train – October 19-20	2,000.00	100.00	2,100.00
Nevada Day - October 26	250.00	??	250.00
<u>NOVEMBER:</u>			
Night Photo Shoot - November 16		200.00	200.00
<u>DECEMBER:</u>			
Santa Train – Dec 7-8, 14-15, 21-22	2,500.00	200.00	2,700.00
<u>MISCELLANEOUS/CONTINGENCY:</u>	<u>2,000.00</u>	<u>200.00</u>	<u>2,200.00</u>
TOTAL:	<u>\$ 9,750.00</u>	<u>\$ 1,650.00</u>	<u>\$ 11,400.00</u>