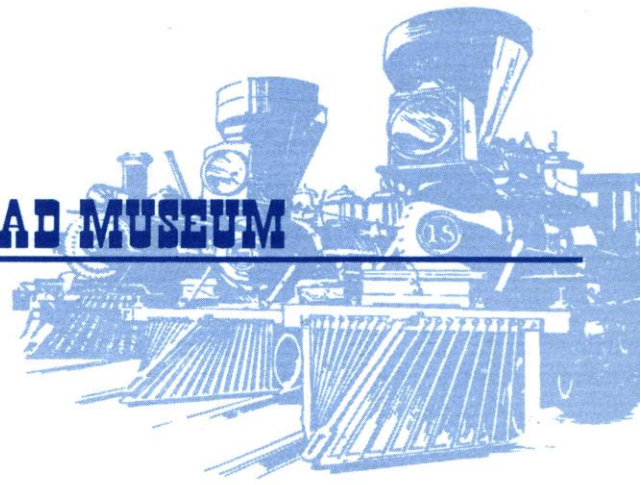


FRIENDS OF THE NEVADA STATE RAILROAD MUSEUM

VIRGINIA AND TRUCKEE DIVISION

P.O. Box 1330
Carson City, Nevada 89702



MINUTES OF THE FEBRUARY 7, 2021
BOARD OF TRUSTEES MEETING
NEVADA STATE RAILROAD MUSEUM
JACOBSEN INTERPRETIVE CENTER

Call to order - Meeting was called to order at 6:00 PM

Roll Call – Trustees present were Todd Moore, Michael McClain, Bill Kohler, Bill Barbe, Nancy Deis, Dave Squire, Ron Allen, Rick Bieniek and Rebecca Bevans. Representing the museum were Dan Thielen and Adam Michalski. A quorum was established.

Minutes of the December 6, 2021 regular meeting were approved. Motion to approve made by Rebecca Bevans, second by Bill Barbe.

Correspondence – None

Treasurer's report – See attached report. Motion to approve was made by Ron Allen, second by Michael McClain. Motion passed.

-Actions of Executive Committee:

None

-Actions of Board

None

OLD BUSINESS –

-Audit committee-

Completed audit is being prepared for distribution.

-Bricks –

Steve Struman is ordering new bricks and will finish any back orders when the bricks are acquired.

-Events Committee –

See attached report.

Todd Moore presented a proposed 2022 events budget. See attached report. Motion was made by Dave Squire to accept the budget, second by Bill Barbe. Motion passed.

-Rail Camp-

Bill Kohler reported that there are four people signed up for the next camp with one additional person pending. The banquet room at Red's has been reserved.

Discussion was held regarding possible discounts that could be offered for the activity. It was decided that, because of the nature of the event being to raise funds and the reasonable pricing, that no additional discounts should be offered.

Adam Michalski reported that there are difficulties getting additional brochures printed by Carson City Convention and Visitors Bureau. We will have to have future brochures printed commercially. We will be able to use remaining stock by changing the price to reflect the current fee.

Fund Raising –

Todd Moore announced that Bill Barbe will be the new fund raising chair. Todd reported that the fundraising letter that was sent to Friends members was successful. Rick Bieniek said that there were individual donations of \$2000 to the general fund and \$5000 to the Great Western Steam Up fund. Todd said that there are additional grants that will be pursued.

See attached report.

V&T 150/Rail Fair Committee –

Todd Moore has been conducting meeting with various agencies regarding involvement and sponsorship. He and Dan Thielen have scheduled a trip to San Francisco to meet with Public Broadcasting System representative to develop an advertising strategy.

Todd emphasized that the Friends is running the program as a host to the Nevada State Railroad Museum. He said that we would like to raise an additional 15-20 thousand dollars in sponsorships.

Ron Allen made a motion that the Friends transfer \$15,000 from the general fund to the Great Western Steam Up fund, second by Rebecca Bevans. Motion passed.

Dan Thielen suggested that the Friends sell water during the event.

Todd is exploring the use of an advertising agency to assist with promoting the event. He said that they usually charge between 4-8 percent of the advertising budget.

Rick Bieniek submitted a quote from TiAmo for the event banquet. This works out to approximately \$75 per person. A motion was made by Dave Squire, second by Bill Barbe to approve an amount not to exceed \$80 per person for the banquet. Motion passed.

Todd reported that equipment invites for the event have received positive results with the exception of the need of additional narrow gauge equipment capable of carrying passengers. Possible sources are being explored.

Bill Kohler reported that he is arranging for hit and miss engines to be displayed as well as a working blacksmith. He is also trying to secure some steam cars and traction engines.

Capital Campaign Committee-

Todd Moore reported that he is in the process of getting patterns built for various Lyon needs. The capital campaign activities will be deferred until after the Great Western Steam Up do to the needs of the event.

-Strategic Planning-

A new draft of the Memo of Understanding has been developed. A motion was made by David Squire, second by Rebecca Bevans that a MOU committee be established. Motion passed.

Interpretive Committee -

No report.

Bylaw Committee -

Nor report.

-Membership Committee -

See attached reports. Todd Moore suggested that the Friends look into the possibility of using software to handle memberships. This will be explored.

-Motor Car Operations-

Dave Squire reported that he would like to implement a “Flag Stop” scenario to help interpret the motorcar operation. All agreed that this would be a welcome addition to the operation.

-Steam Train Operations-

Rick Kohler reported that he has been working with Kevin Owens to revise the safety training for volunteers. The training will be made more interactive by offering hands on experiences.

-Sagebrush Headlight-

Adam Michalski reported that the next issue is completed and will mail within the next few days. He is already working on the next issue.

-Website -

Michael McClain reported that the website is running well and all the information is current.

-Youth Committee –

No report

-Other Old Business-

None.

-New Business-

Todd Moore recommended that monthly Great Western Steam Up meetings be held, either in person or on Zoom. He will schedule them.

GENERAL COMMENTS –

None

ADJOURNMENT- 7:55 PM

Respectfully Submitted,

Bill Kohler

Bill Kohler, Secretary

Treasurer's Report

For the period: 11/1/2021 - 12/31/2021

Beginning Balance @ Oct 31,2021 \$ 52,647.58

FNSRM Checking

Income

Brick Purchases	\$	
Cash	\$	
Donations	\$	6,005.00
Memberships	\$	5,535.00
Picon Punch	\$	913.00
Rail Camp	\$	
Santa Train*	\$	4,262.00
Water Sales	\$	37.00

Total Income \$ 16,752.00 \$ 16,752.00

Expenses

Advertising	\$	175.17
Audit	\$	5,250.00
Credit Card Fees	\$	468.63
Harvest Train Event	\$	286.50
Membership Chairman*	\$	725.74
Membership Materials	\$	408.65
NSRM- Maintenance Supplies	\$	86.95
Picon Punch Expenses	\$	243.28
Postage	\$	362.11
Santa Train	\$	1,009.33
WEB Site	\$	499.00
	\$	
	\$	

Total Expense \$ 9,515.36 \$ 9,515.36

Ending Balance @ 12/31/2021 \$ 59,884.22

*See Detail Sheet 4

Money Market

Beginning Balance @ 11/1/2021	\$	35,197.47
Interest Earned	\$	0.54
Transfer from Checking Acct	\$	

Ending Balance @ 12/31/2021 \$ 35,198.01 \$ 35,198.01

Submitted By: Richard Bieniek

Date: 2/1/2022

Richard Bieniek, Treasurer

Treasurer's Report

FNSRM ReSteam

Beginning Balance @ 11/1/2021-12/31/2021 \$ 6,250.00

Income

Donations - Restricted \$

xxxxxx \$

Total Income \$ 0.00 \$ 0.00

Expenses

xxxxxx \$

xxxxxx \$

Total Expenses \$ 0.00 \$ 0.00

Ending Balance @ 12/31/2021 \$ 6,250.00

Great Western Steamup

Beginning Balance @ \$

Income

Donations \$

xxxxxxx \$

Total Income \$ 0.00 \$ 0.00

Expenses

Advertising \$

Caterer-Dinner \$

Entertainment \$

Food Service \$

Sanitation \$

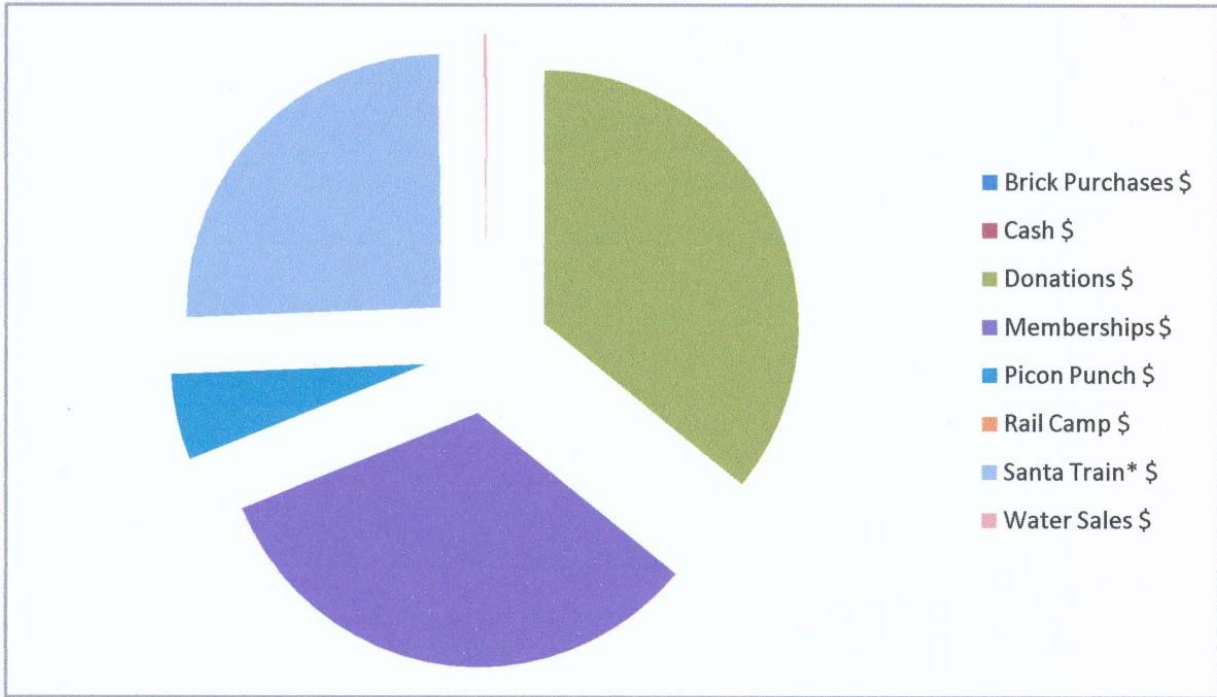
Security \$

Transportation \$

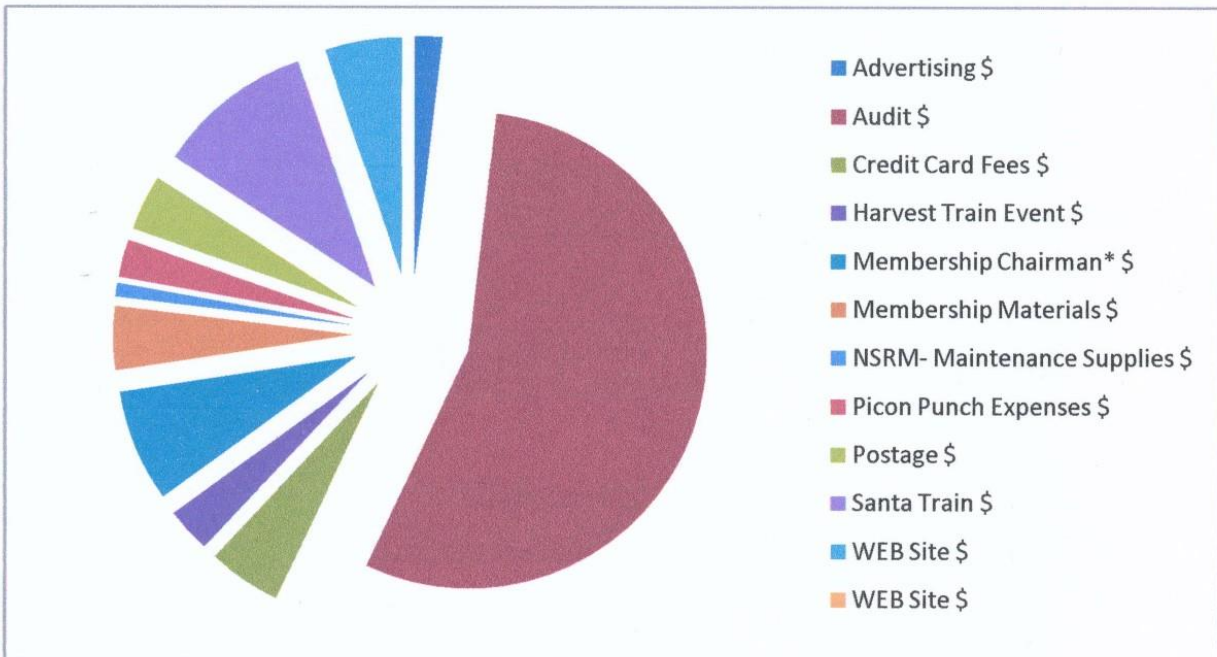
Total Expenses \$ 0.00 \$ 0.00

Ending Balance @ \$ 0.00

TOTAL OF ALL ASSETS 101,332.23



Income



Expense

Monthly income and expenses

11/1/2021 through 12/31/2021

Subcategory	11/2021	12/2021	Total
Income			
F-Brick Purchases	0.00		0.00
F-Donation	210.00	5,795.00	6,005.00
F-Interest			
F-Money Market	0.27	0.27	0.54
Total F-Interest	0.27	0.27	0.54
F-Iron Horse Rail Camp	0.00		0.00
F-Membership	2,655.00	2,880.00	5,535.00
F-Picon Punch		913.00	913.00
F-Santa Train Buttons		249.00	249.00
F-Santa Train-Photos		2,020.00	2,020.00
F-Santa Train-Raffle		1,993.00	1,993.00
F-water sales		37.00	37.00
Total Income	2,865.27	13,887.27	16,752.54
Expenses			
F-Advertising		175.17	175.17
F-Audit fees		5,250.00	5,250.00
F-Credit card fees	231.62	237.01	468.63
F-Harvest Train Event	286.50		286.50
F-Membership cards			
F-Printing	408.65		408.65
Total F-Membership cards	408.65		408.65
F-Membership Chairman			
F-Postage	57.75		57.75
F-Other	42.00	88.99	130.99
F-Membership Chairman - Unassi...	366.75	170.25	537.00
Total F-Membership Chair...	466.50	259.24	725.74
F-Picon Punch Expense		243.28	243.28
F-Postage		362.11	362.11
F-Santa Train		1,009.33	1,009.33
F-Web Site		499.00	499.00
N-Maintenance			
N- Supplies		86.95	86.95
Total N-Maintenance		86.95	86.95
Total Expenses	1,393.27	8,122.09	9,515.36
Income less Expenses	1,472.00	5,765.18	7,237.18

Treasurer's Report

For the period: 1/1/2022 - 1/31/2022

Beginning Balance @ Dec 31,2021 \$ 59,884.22

FNSRM Checking

Income

Brick Purchases	\$		
Donations	\$	5,815.00	
Memberships	\$	1,965.00	
Picon Punch	\$		
Rail Camp	\$	1,200.00	
Santa Train*	\$		
Water Sales	\$		
Total Income	\$	<u>8,980.00</u>	\$ <u>8,980.00</u>

Expenses

Advertising	\$		
Audit	\$		
Credit Card Fees	\$	318.65	
Gov't Fees	\$	150.00	
Membership Chairman	\$	570.82	
Membership Materials	\$		
F-Picon Punch	\$	9.83	
Treasurers Supplies	\$	86.64	
Santa Train	\$	198.80	
WEB Site	\$	90.00	
	\$		
Total Expense	\$	<u>1,424.74</u>	\$ <u>1,424.74</u>

Ending Balance @ 1/31/2022 \$ 67,439.48

Money Market

Beginning Balance @ 1/1/2022 \$ 35,198.01

Interest Earned	\$	0.32	
Transfer from Checking Acct	\$		
Ending Balance @ 1/31/2022	\$	<u>0.32</u>	\$ <u>35,198.33</u>

Submitted By: Richard Bieniek

Date: 2/3/2022

Richard Bieniek, Treasurer

*See Detail Sheet 4

Treasurer's Report

FNSRM ReSteam

Beginning Balance @ 1/1/2022-1/31/2022 \$ 6,250.00

Income

Donations - Restricted \$ 250.00

xxxxxx \$

Total Income \$ 250.00 \$ 250.00

Expenses

xxxxxx \$

xxxxxx \$

Total Expenses \$ 0.00 \$ 0.00

Ending Balance @ 1/31/2022 \$ 6,500.00

Great Western Steamup

Beginning Balance @ 1/13/2022-1/31/2022 \$ 0.00

Income

Donations \$ 5,000.00

xxxxxxx \$

Total Income \$ 5,000.00 \$ 5,000.00

Expenses

Advertising \$

Caterer-Dinner \$

Entertainment \$

Food Service \$

Sanitation \$

Security \$

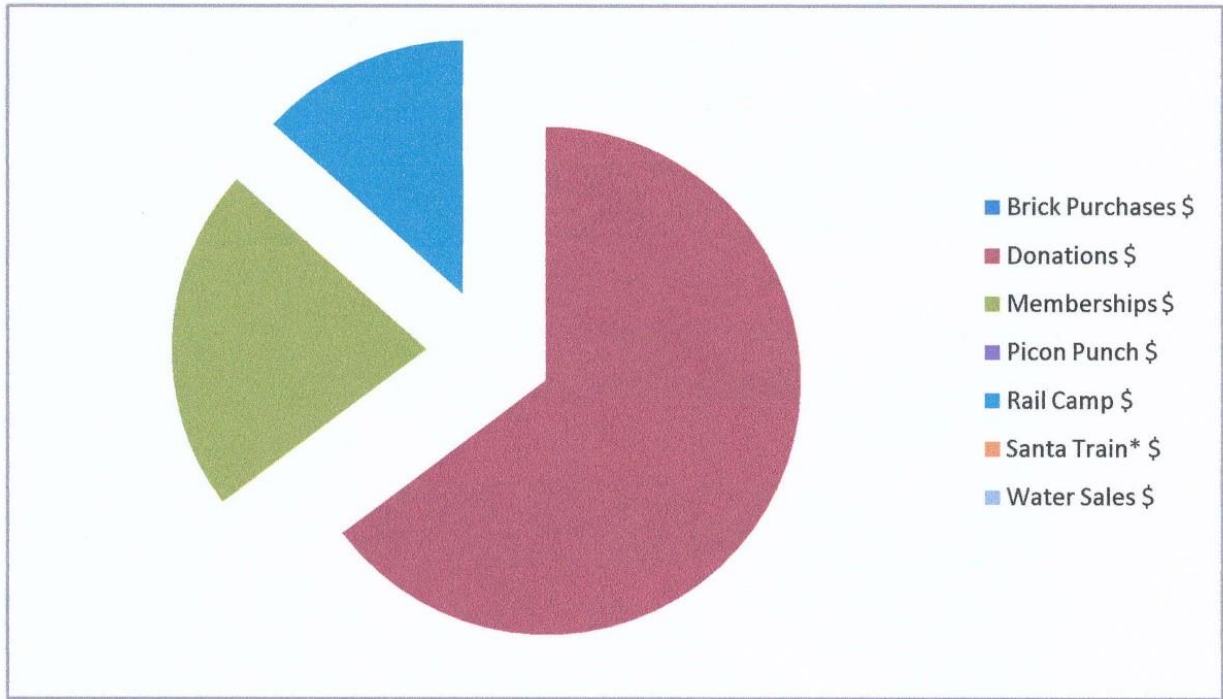
Transportation \$

Total Expenses \$ 0.00 \$ 0.00

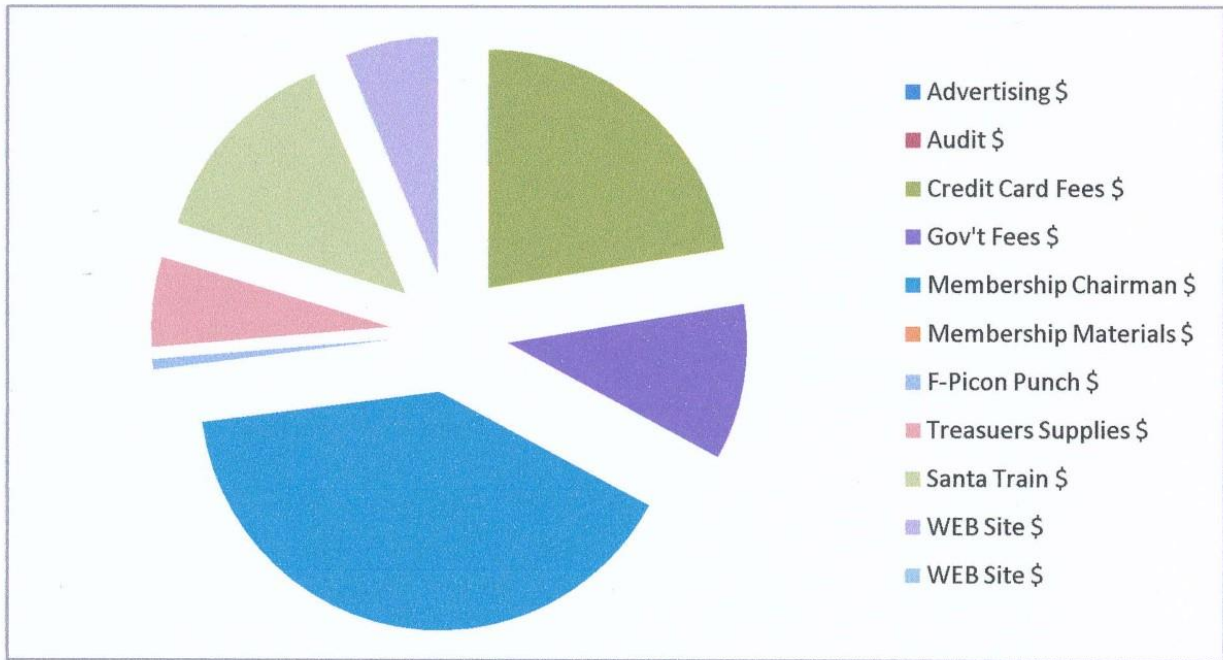
Ending Balance @ 1/31/2022 \$ 5,000.00

TOTAL OF ALL ASSETS

114,137.81



Income



Expense

Monthly income and expenses

1/1/2022 through 1/31/2022

Subcategory	1/2022	Total
Income		
F-Donation	5,815.00	5,815.00
F-Donation - Restricted	5,250.00	5,250.00
F-Interest		
F-Money Market	0.32	0.32
Total F-Interest	0.32	0.32
F-Iron Horse Rail Camp	1,200.00	1,200.00
F-Membership	1,965.00	1,965.00
Total Income	14,230.32	14,230.32
Expenses		
F-Bank Charges		
F-Service Charge	6.00	6.00
F-Bank Charges - Unassigned	233.65	233.65
Total F-Bank Charges	239.65	239.65
F-Credit card fees	79.00	79.00
F-Government Fees	150.00	150.00
F-Membership Chairman		
F-Membership Chairman - Una...	570.82	570.82
Total F-Membership Chai...	570.82	570.82
F-Picon Punch Expense	9.83	9.83
F-Santa Train	198.80	198.80
F-Treasurers Supplies	86.64	86.64
F-Web Site	90.00	90.00
Total Expenses	1,424.74	1,424.74
Income less Expenses	12,805.58	12,805.58

Events Committee Report:

Santa Train:

- Another successful Santa Train is in the books.
- It seemed that people had less complaints than in previous years.
- It was helpful to not have will call for presale tickets. This freed up space in the depot for more raffle prizes and required less volunteers.
- We need a more reliable food vendor than Warren. Them not arriving the first weekend like they planned left us without a food vendor the first weekend.
 - Discussions need to be had regarding the 2022 Santa Train food vendor(s)
- The depot was cleaned out by Eric Bevans using a leaf blower. This was a great way to clear a lot of dust and dirt. I suggest we do this every year before we decorate.
- It would be helpful to have a day or two of decorating after Thanksgiving as well as a day or two for clean up after the last Santa Train. Decorating makes the experience that much more meaningful. Decorating the 8 out front was a real eye catcher.
 - Thanks to Rick, Rick, Bill and Bill for their set up of the exterior lights and the 8.
 - Thanks to the Bevans family for setting up inside the depot.
- The bathrooms need to have working hand dryers. It is too cold to air dry.
- The raffle sales went well.

Future Events:

The Great Western Steam Up

- Vendors:
 - An application is waiting for approval from the committee.
 - There are some interested parties
 - Hand forged knives
 - Custom made women's hats
 - Possible a soap vendor

Music:

- For s stage and bands there is a substantial budget
- It is very difficult to find bands right now but Eric Bevans is working on it
- Possible that we can use the flat bed trailer as a stage platform
- Still need a sound system

Food Trucks:

- Nevada Nosh is on board
- Dream Tacos has a grill and would like to participate by making grilled tacos for sale
- HotRodz wants to bring a grill and grill hotdogs and hamburgers,
 - And bring their smoothy cart
 - And bring their truck

TO: FNSRM Board of Trustees

FROM: Todd Moore, Outgoing Fundraising Committee Chair
Bill Barbe, Incoming Fundraising Committee Chair

DATE: February 4, 2022

RE: Fundraising Committee Report

The Friends' fundraising appeal was a success due to the generosity of our members. The appeal letters were mailed at the end of November. During December, the Friends received donations totaling \$5,795. During January, we received donations totaling \$10,065. For comparison purposes, the Friends received donations during December 2020 of \$1,320 and \$1,155 during January 2020. This represents an increase of over 700%. The cost of the fundraising appeal was less than \$800 and it netted \$15,000, making it one of the most productive fundraising initiatives in Friends recent experience. The committee recommends that the Board authorize a similar fundraising appeal each year. The committee is working to identify grants available for Museum projects. We plan to apply for another Travel Nevada Rural Tourism grant this quarter. The monies have to be expended after July 1st and it is anticipated that funding will be requested for Great Western Steam Up expenses. As always, we encourage Friends to join our efforts. If you are interested in supporting fundraising efforts, please let Bill Barbe know.

February 2, 2022

Friends of the NSRM Membership Report for JANUARY, 2022

MEMBERSHIPS		MEMBERS	
Students:	1	1	
Seniors:	159	159	
Individuals:	40	40	
Family:	80	155	Senior Couple:
	128	252	
Sustaining:	64	105	
Contributing:	10	16	
Patron:	3	4	
Lifetime:	9	10	
TOTAL:	494	742	

In addition there are 40 Complimentary Memberships that receive the Sagebrush Headlight.

Respectfully,

Susan D Allen

Susan D. Allen
Membership Chairman

Memberships Purchased in JANUARY

14@\$20....\$280

5@\$35....\$175

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

4@\$60...\$240

7@\$100..\$700

1@\$250..\$250

39 \$1965

DONATIONS

\$3065.00

RAIL CAMP

1@\$587.50

1@\$612.50

2 \$1200.00

TOTAL DEPOSIT

\$6230.00

Proposed 2022 Events Budget

	General	Facebook	Total
April			
Ed Davis (storyteller), April 1	\$150	\$75	\$225
Easter, April 15-16	\$700	\$200	\$900
May			
Chris Enss (presentation), May 5	\$150	\$75	\$225
Memorial Day steam up, May 28-30	\$500	\$150	\$650
Promotions for motorcar/steam ops		\$150	\$150
June			
Ironhorse Rail Camp	\$5,000	\$500	\$5,500
Promotions for motor car/steam ops		\$150	\$150
July			
Promotions for motor car/steam ops		\$150	\$150
Other than Great Western Steam Up			
August			
Promotions for motor car/steam ops		\$200	\$200
September			
Labor Day steam up Sept. 3-5	\$500	\$150	\$650
Promotions for motor car/steam ops		\$200	\$200
October			
Harvest Train October 22-23	\$1,000	\$250	\$1,250
Nevada Day weekend Oct. 28-30	\$500	\$100	\$600
November			
Promotions for motor car/steam ops		\$200	\$200
December			
Santa Train Dec. 3-4, 10-11, 17-18	\$3,000	\$500	\$3,500
Miscellaneous/Contingencies			
Events scheduled later in 2022	\$1,000	\$500	\$1,500
Total	\$12,500	\$3,550	\$16,050