

# FRIENDS OF THE NEVADA STATE RAILROAD MUSEUM

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## VIRGINIA AND TRUCKEE DIVISION

P.O. Box 1330  
Carson City, Nevada 89702



MINUTES OF THE APRIL 5, 2010  
BOARD OF TRUSTEES MEETING  
NEVADA STATE RAILROAD MUSEUM  
CARSON CITY, NEVADA

**Call to Order** – Meeting was called to order at 6:03 PM.

**Role Call** – Present were Ron Allen, Darlene Berry, Ralph Elligott, Barry Simcoe, Stan Cronwall, and Kurt Dietrich. Absent and excused were Peter Barton and John Schilling. Absent and unexcused is Chris MacMahon and Bruce Armbrust. A quorum was established.

**Minutes** – Kurt Dietrich was absent and excused for the February 2010 meeting. Kurt stated that Chris MacMahon will be presenting the February 2010 meeting minutes.

**Correspondence** – Ron Allen stated that he received a donation from Chuck Denlinger for \$125, to be used for the Western Pacific caboose roof.

**Treasurer's Report** – Darlene Berry reported 02/01/2010 – 03/31/2010 Treasurer's activity as follows:

Beginning Balance – \$7,454.80

Total Income – \$3,546.39

Total Expenses – \$2,701.95

Ending Balance – \$8,304.24

Money Market Account – \$18,489.91

A motion to accept Treasurer's Report was made by Kurt Dietrich. Motion seconded by Stan Cronwall. Motion passed.

**Report of Trustee Activity since the previous Regular Meeting** – Ron Allen stated that the following disbursements were authorized under Board consent:

\$35 table rent at a toy train convention.

## **OLD BUSINESS – STANDING COMMITTEE REPORTS**

**Audit Committee** – Barry Simcoe stated that the auditor presented a clean opinion of our organization.

One material weakness identified during the audit process was the lack of segregation of duties. No one person may process funds from beginning to end. The audit committee recommends the use of a form to record membership applications, brick sales, cash sales, and donations. Russ Tanner stated that the forms will be located at the front counter and at the depot. Ron Allen asked Russ to have 1,000 copies of the form printed. Barry stated that next year's audit findings will improve if the committee's recommendations are enacted. Kurt Dietrich made a motion, seconded by Russ Tanner, to accept the Audit Committee's report, and enact the recommendations contained therein. Motion passed.

**Brick Sales Committee** – Laning Clifford reported that six bricks have been sold during the past two months. Laning stated that two letters are sent to the purchaser. One letter is sent upon brick purchase, the other letter is sent upon brick installation. Bricks are installed once per year.

**Election Committee** – Nancy Humphries presented an estimate of \$572.00 for printing and postage expenses relating to the 2010 election.

**Finance Committee** – No report.

**Fund Raising Committee** – Bill Kohler stated Trains Magazine printed an article about the possible closure of a railroad museum in Dallas, Texas. Bill suggested for the NSRM to seek an endowment for continued train operations, due to the uncertainties of the economy. Barry Simcoe, seconded by Stan Cronwall, made a motion to pursue an endowment program. Motion passed.

**Interpretive Committee** – Loren Jahn stated that upcoming maintenance projects will include the depot, locomotive, and rolling stock. Loren stated that he will purchase cleaning supplies, as well as materials for the upcoming schedule board project. Barry Simcoe, seconded by Darlene Berry, made a motion to authorize a not-to-exceed amount of \$250, for the purchase of supplies and materials.

**Membership Committee** – Susan Allen (not present) reported the following membership levels as of March 31st:

Seniors:	214
Individuals:	132
Family:	272

Senior Couple:	238
Sustaining:	76
Contributing:	13
Patron:	3
Life Time:	4
Benefactor	1
Student:	6

TOTAL MEMBERSHIP: 959

**Membership Fee Review Committee** – Vacant.

**Membership Recruitment Committee** – Stan Cronwall stated that he is gearing up for prime recruitment season.

**Operations – Motorcar** – No report.

**Operations – Steam** – Barry Simcoe stated that the first safety meeting occurred last Saturday, and the second safety meeting will occur this upcoming Saturday. Barry stated that the steam train and the McKen motorcar will operate on May 9<sup>th</sup>.

**Promotions and Publicity** – No report.

**Sagebrush Headlight** – No report.

**Website Committee** – Mike Dunn (not present) submitted a report on the committee's actions. This included the repairing of broken links, the addition of a storefront, meeting minutes, and future activities. The committee requests to be informed of future museum activities for website posting.

Russ Tanner stated that many people access the website. Barry Simcoe stated that the webmaster has an excellent turnaround on postings.

**Youth Program Committee** – No report.

**OTHER OLD BUSINESS** – Bryan Berry presented a memorandum on the trailer repair. Bryan stated that the actual cost of the toolbox, tools, and tires was \$352.35. The reduced actual cost was in part to Les Schwab donating tire mounting, balancing, and spare tire repair. Bryan stated that Chris DeWitt will be installing additional webbing for the trailer's winch.

Ralph Elligott asked how liability insurance is handled when a personal vehicle is towing a state trailer. Ron Allen stated that the tow vehicle's insurance covers the liability of towing.

Bryan stated that it is difficult to find volunteers willing to tow the trailer. Ron stated that he will ask the membership to assist within the next newsletter.

## **NEW BUSINESS**

**Museum Funding** – No report.

**Upcoming Events** –Barry Simcoe stated that the McKeen motorcar will be operating on May 9<sup>th</sup>, and asked for volunteers to assist with the event. Nancy Humphries recommended that an information sheet be provided to the volunteers on the McKeen. Loren Jahn recommended that a pen & ink drawing be presented to Al Bernhard, in commemoration of the event. Loren estimated \$50 in materials to complete the project. Barry Simcoe, seconded by Stan Cronwall, made a motion to authorize a not-to-exceed amount of \$50, for the purchase of supplies. Motion passed.

Russ Tanner stated that four people are registered for the upcoming Become a Motorman class.

**Other New Business** – Loren Jahn stated that the Historic Reno Preservation Society published an article on the McKeen motorcar in a recent newsletter.

Nancy Humphries asked for training on the new financial record forms. Ron Allen asked Russ Tanner if he could notify NSRM staff on the use of the forms.

**Board or Trustees Member Comments** – None.

**General Comments** – None.

Respectfully submitted,



Kurt Dietrich,

Secretary