

FRIENDS OF THE NEVADA STATE RAILROAD MUSEUM

VIRGINIA AND TRUCKEE DIVISION

P.O. Box 1330
Carson City, Nevada 89702



MINUTES OF THE 2 APRIL 2012
BOARD OF TRUSTEES MEETING
NEVADA STATE RAILROAD MUSEUM
CARSON CITY, NEVADA

Call to order - Meeting was called to order at 1805 hours.

Role Call – Present were Ron Allen, Ken Allen, Bruce Armbrust, David Brambley, Stan Cronwall, Matt Digangi, Ralph Elligot, Chris MacMahon and Mark Owens. Quorum was established.

Minutes – A motion was made by Ken Allen and seconded by Bruce Armbrust to approve the minutes of the 6 February 2012 meeting. The motion was passed and the minutes approved.

A motion was made by Stan Cronwall and seconded by Bruce Armbrust to approve the minutes of the special meeting held 27 March 2012. The motion was passed and the minutes approved.

Correspondence – Ron Allen presented a letter from Peter Barton about the Nevada History Day which requested the Friends offer a reward or co-sponsor the event. Ron Allen stated he asked Peter Barton to gather more information on the event and present it to the Board at a future date.

Treasurer's report – The treasurer's report was presented by Bruce Armbrust for the period of 28 January to 31 March 2012.

- The beginning balance was \$3,115.24 with total income of \$2,724.25 amounting to a total of \$5,839.49.

- Total expenditures were \$1,705.02 leaving a remaining balance of \$4,134.47.
- The Money Market accumulated \$0.18 in interest and had an ending balance of \$10,993.19.

A motion to accept the Treasurer's Report was made by Ken Allen and seconded by Matt Digangi. The motion passed. The report was approved.

Actions of the Executive Committee since previous meeting: The Executive Committee met with Museum Director Frank Ackerman on 28 March 2012. No actions were taken.

Actions of the Board of Trustees since previous meeting: The Board of Trustees held a special meeting on 27 March 2012 to discuss fundraising items presented to the Executive Committee by Museum Director Frank Ackerman. See the minutes of this meeting for further detail.

OLD BUSINESS AND STANDING COMMITTEE REPORTS

Audit Committee – Barry Simcoe reported that the Audit Committee will meet once the external audit is complete.

Bruce Armbrust reported that he had been in contact with Martin Jones and Associates and the external review was currently being conducted.

Brick Sales Committee – Laning Clifford reported that three (3) bricks had been sold since the previous meeting.

Loren Jahn asked if sample bricks were ever created.

Russ Tanner advised that Curator of Education Lara Mather and Laning Clifford were working together to develop posters to be placed in public areas throughout the property.

Election Committee – Ron Allen reported that a registrar was still needed.

Nancy Humphries advised that with the publishing date of the Sagebrush Headlight moving, the election process will need to be moved up in order to advertise in the Sagebrush Headlight.

Fund Raising Committee – Chris MacMahon brought forward annual grants offered by the Target Corporation for education. Barry Simcoe addressed concern over whether a full audit would be needed to obtain the grant. Chris MacMahon advised he would look further into the grant requirements.

Ron Allen advised that getting Locomotive 8 back into operation was chosen as the priority capital campaign project. Ron Allen asked for the opinion of those present .

Ken Allen stated he believed it was important to protect Virginia and Truckee locomotive #25 which was bearing the burden of operation and therefore repairing locomotive #8 should be done.

Loren Jahn stated he believed all of the Friends fundraising efforts should be directed toward repairing locomotive #8.

Nancy Humphries stated the Friends should use their tax exempt status to help "sell" donation to individuals and corporations as a tax write off.

Barry Simcoe suggested that a committee be formed. The committee would meet with Shop Supervisor Chris DeWitt to outline costs and work with museum staff to outline all possible venues of fundraising.

Cristol Greer suggested that incentives and advertisements be created to help keep the project fresh in the minds of visitors throughout the year and track the progress of the fundraising.

Russ Tanner supported the idea of forming a committee with set deadlines. Russ also supported the idea of having a way for guests to see the progress of fundraising.

Ralph Elligot stated he believed the museum was putting all its eggs in one basket by relying solely on Virginia and Truckee locomotive #25 and that in order to avoid loss of operation, locomotive #8 needed to be repaired.

Ron Allen created a special committee dedicated to fundraising to repair locomotive #8. The following members were appointed to the committee: Barry Simcoe (committee chair), Chris MacMahon, Matt Digangi, Cristol Greer, Ron Allen.

Interpretive Committee – Loren Jahn reported that a clean-up day for operating rolling stock would be held on a date to be determined in mid-May.

Loren also advised that Tim Ellum is hosting Railroad Days on 12 May 2012 at the Sparks Southern Pacific depot and asked if there were any plans to participate. Museum Director Frank Ackerman advised the museum had participated in the event for three years and intended to do so again this year.

Membership Committee – Ron Allen presented the Membership Report on behalf of Susan Allen as of 31 January 2012:

Seniors: 203

Individuals: 115

Family:	276
Senior Couple:	271
Sustaining:	60
Contributing:	20
Patron:	4
Life Time:	6
Student:	8

TOTAL MEMBERSHIP: 963

Membership Recruitment Committee – Stan Cronwall reported that membership was only down approximately 150 members from the highest point. For comparison, Stan stated that Portola lost approximately 400 members and the California State Railroad Museum lost approximately 10% of its membership.

Nancy Humphries asked what would happen to membership numbers when it was discovered membership was no longer a requirement to volunteer.

Stan Cronwall stated that members were receiving less for the same amount and that the change was a bad idea.

Ron Allen asked Frank Ackerman if there was way to continue publishing four issues of the Sagebrush Headlight rather than reducing the number of publications to three.

Frank Ackerman discussed the possibility of using alternate modes of communication to distribute the publication.

Stan Cronwall stated he belonged to a stamp club which distributes a twelve page newsletter ten times per year.

Barry stated he received a color newsletter quarterly from a group he belonged to, and the membership dues were comparative to that of the Friends.

Russ stated he would prefer having a hard copy to read rather than it being sent through email or other forms of communication. Russ also stated he spoke with a new member who came in a week after joining the Friends who was very happy with how quickly she received her membership.

Chris MacMahon asked Frank Ackerman if he could elaborate on why the decision was made to eliminate Friends membership as a prerequisite for volunteering at the museum. Frank Ackerman replied that more volunteers were needed.

Russ Tanner asked Frank Ackerman if Friends members outside of active volunteers had been contacted about becoming volunteers. Frank Ackerman suggested the museum and Friends work together to resolve the issue.

Nancy Humphries stated that there needed to be better communication about positions that need to be filled around the museum.

Ralph Elligot stated he agreed with Nancy that the word was not being put out effectively about open positions, and further stated that there was not enough adequate training for new volunteers.

Nancy suggested that when Museum Attendant Christopher Thompson sends out scheduling emails, that special notes be made for positions that need to be filled. Russ Tanner pointed out that this is still going out only to current active volunteers.

Ron Allen suggested a newsletter be sent to all membership.

Matt Digangi stated that new volunteers get scared away by a lack of training.

Operations – Motorcar – No report.

Operations – Steam – Barry Simcoe reported the two annual safety meeting days were scheduled for 21 April and 28 April 2012. Barry further stated that it was important for anyone who volunteered in operations to attend because there were going to be operational changes this year. Barry advised that if someone could not attend that person needed to contact he or Ron Allen.

Promotions and Publicity – Barry Simcoe reported that he and Ron Allen meet once a month with Lara Mather.

Sagebrush Headlight – Frank Ackerman stated that everyone should have received the spring issue and that going forward there would only be a Spring, Summer and Autumn issue.

Website Committee – Chris MacMahon presented a report on behalf of Karen Arendes outlining the updates that had been made to the webpage since the last board meeting. Chris MacMahon also reported that Karen was requesting to review the online shopping cart programs to see if she could find a more cost efficient program. The Board gave approval.

Symposium- The symposium will be held the third weekend of September in Ely.

Youth Program Committee – Chris MacMahon reported that 2011 youth members Cristol Greer, Corbett Jahn and Kevin Owens received the Presidential Volunteer Service Award for the hours they contributed in 2011.

Chris also reported that the youth program was working with Lara Mather to for a display at the Carson City Rendezvous to be held 8 June through 10 June 2012. The youth program planned to set up the handcar track and offer rides, as the previous year, and also planned to construct a working telegraph line which would allow visitors to send telegraphs to themselves or friends at the event.

NEW BUSINESS – Frank Ackerman reported on the three capital improvement projects the museum was submitting for funding. The priority project was expanding the Jacobsen Interpretive Center, adding a third track to include the McKeen. The second was for concrete work in the Jacobsen Interpretive Center and the Annex to comply with the Americans with Disabilities Act. The third project was to add lighting for the parking lot.

Frank also discussed plans to add a narrow gauge track around the property and the need to conduct feasibility studies for restoration of narrow gauge rolling stock. Frank stated there was a need to replace the fencing along the track.

Nancy Humphries asked about plans to obtain a new sign for the museum. Frank stated the plan was still in the works, and also mentioned Stan Cronwall's idea of moving the old sign to the south end of the property so traffic in both directions can see signage. Ron Allen also mentioned the signs should be raised from the ground to be better viewed.

Ron Allen reviewed the list of fundraising priorities determined by the Board at the special meeting in March.

BOARD COMMENTS – Chris MacMahon thanked Lara Mather for her continuing hard work with volunteers and the Friends.

GENERAL COMMENTS – No Comments.

ADJOURNMENT – Matt Digangi motioned to adjourn, seconded by Bruce Armbrust. The meeting was adjourned at 2002 hours.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Chris MacMahon', written in a cursive style.

Chris MacMahon, Secretary