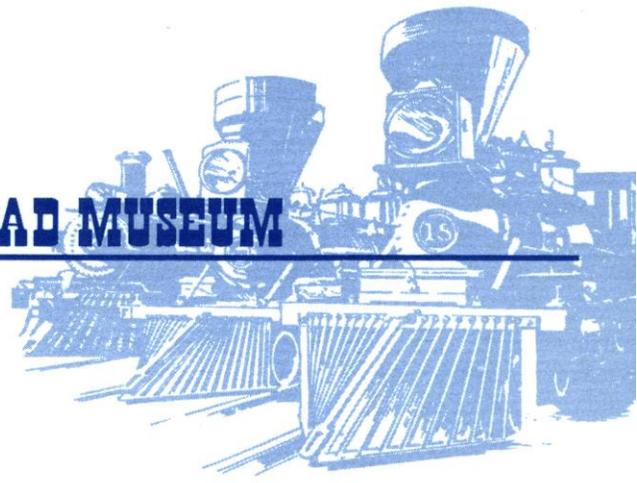


FRIENDS OF THE NEVADA STATE RAILROAD MUSEUM

VIRGINIA AND TRUCKEE DIVISION

P.O. Box 1330
Carson City, Nevada 89702



MINUTES OF THE DECEMBER 5, 2022
BOARD OF TRUSTEES MEETING
FRIENDS OF THE NEVADA STATE RAILROAD MUSEUM
NEVADA STATE RAILROAD MUSEUM, CARSON CITY

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

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

Minutes of the October 3, 2022 regular meeting were approved. Motion to approve made by Bill Barbe, second by Dave Squire.

Correspondence – A letter was sent to Michelle Farris thanking her for a donation she made to the Friends.

Treasurer's report – See attached report. Motion to approve made by Dave Squire, seconded by Rebecca Bevans. Motion passed.

Rick Bieniek requested that the board approve subscribing to Quick Books so he could handle the bookkeeping more efficiently. A motion was made by Rebecca Bevans, Seconded by Bill Barbe that Quick Books be acquired. Motion Passed.

Rick announced that he would like to close the Great Western Steam Up credit card account because it is no longer needed and fees would be saved. The board decided the account should be closed.

-President's Report: Todd Moore reported on the final disposition of the Great Western Steam Up proceeds. He is optimistic that the State Museum Board will allow the funds to be directed to the re-steam project.

Todd suggested that a legislative reception be held at the museum early next year.

OLD BUSINESS –

-Audit committee-

No report

-Bricks –

Todd Moore reported that Steve Struman is no longer able to manage the brick program. A discussion was held regarding the validity of the Friends to maintain this program with the possibility of transitioning the program to museum management. Ryan Korson has volunteered to compile a list of existing bricks in order to efficiently locate them.

-Events Committee –

See attached report.

Todd Moore express gratitude for the work Rebecca Bevans has done as Event Committee chair for the many years she served in this capacity. The Friends would not be the organization it is without her hard work at bringing many events to fruition.

Dave Squire reported that a major motorcar event is being planned, possibly to be held in 2024.

-Rail Camp-

Bill Kohler reported that a total of five people have signed up for next year's camp. Bill suggested that the V&T Historical Society and the Boulder City State Museum member get a discount to participate in the program. A motion was made by Dave Squire, seconded by Rick Bieniek that discounts be offered. Discussion was held and as a result the motion was withdrawn.

Fund Raising –

Bill Barbe reported that the Friend's annual fund raising letter will be sent out soon. Included in the request will be that donated funds will be matched by the Friends.

Bill is working on a couple of potential grants and will meet with museum staff determine needs and strategy.

V&T 150/Great Western Steam Up –

Todd Moore reported that income is still being generated from GWSU memorabilia sales.

Michael McClain reported that he will proceed with the trademarking of the GWSU name and logo.

Capital Campaign Committee-

No report.

Interpretive Committee –

No report.

Bylaw Committee:

No report

-Membership Committee –

See attached report.

Michael McClain reported on the potential use of the Wild Apricot software to handle the Friends membership and other functions (see attached report). The cost would be approximately \$190/month. A motion was made by Rebecca Bevans, seconded by Dave Squire that the Friends subscribe to this service. Motion passed.

Todd Moore said that his wife, Lisa, would assist with the membership program.

-Motor Car Operations-

See attached report.

-Steam Train Operations-

Rick Kohler announced scheduling is going fine and he is focusing on training volunteers for new positions.

-Sagebrush Headlight-

Adam Michalski reported that an issue is currently being sent out.

-Website -

See attached report.

-Youth Committee –

No report.

-Elections-

Todd Moore reported that Dave Brambly can no longer handle elections and a new registrar will need to be found.

-Other Old Business-

None

-New Business-

Dan Thielen recommended that the Friends members contact their legislators to present information on the importance of the museum and the museum's activities.

Dan reported that the capital improvements to the Jacobsen Interpretive Center will be started by spring and are expected to be complete by summer.

Dan also reported that the state is looking to institute on-line ticket sales and the program may be able to accept Friends memberships and seamlessly transfer these funds to the Friends account.

Todd Moore presented a Proposed Committee Restructuring/Streamlining (see attached report). A motion was made by Dave Squire to accept the restructure, seconded by Rebecca Bevans. Motion passed.

Ed Daub suggested that the Friends consider recognizing the 200th Anniversary of the B&O Railroad, the first railroad in the USA.

Tom Callan recommended that the museum plan on celebrating the 250 Anniversary of the US by possibly using film to decorate the McKeen motorcar in patriotic colors.

Loren Jahn commented that he knows an individual that would like to acquire the Carson City V&T engine house model that is currently stored in the Nelson House. This person is willing to make a donation to the Friends in return. A motion was made by Rick Bieniek, seconded by Rebecca Bevans to accept the offer. Motion passed.

GENERAL COMMENTS –

None

ADJOURNMENT- 7:50 PM

RECONVENE- 7:50 PM

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

ELECTION OF OFFICERS –

Election of officers were held. Officers were nominated as follows:

President: Todd Moore, nominated by Rebecca Bevans

Vice-President: Rebecca Bevans, nominated by Dave Squire.

Secretary: No nomination

Treasurer: Rick Bieniek, nominated by Bill Barbe

All nominated candidates were elected.

The officers are: President-Todd R. Moore, Vice-President-Rebecca L. Bevans, Treasurer-Richard S. Bieniek and Secretary-vacant.

COMMENTS OF NEW BOARD-

None

ADJOURNMENT- 7:58 PM

Respectfully Submitted,

Bill Kohler

Bill Kohler, Secretary

Treasurer's Report Nov 2022 – Summary

12/1/2022

Checking Account: Beginning balance was \$66,312.81. Total Income was \$8,979.74 and Expenses were \$3,974.06 for a gain of \$5,005.68. Check #2461(\$865.03) was lost and a Stop Payment was issued in November. Check #2476 was reissued for the Membership Chair. Deitz Media refunded \$5,000.00 to the Friends after it was decided not to advertise Santa Train. ***An error was found in our checking account for a Donation that was categorized as a Membership, it has been corrected and there is no change to income or expenses. Attached is the new report.

Money Market: The account earned \$0.28 cents and the balance is now \$35,201.18.

Resteam account: There was a \$20 donation to our checking account in late Oct for the Lyon via our WEB site and after credit card fees, \$19.39. This was amount was transferred from checking to ReSteam in Nov.

Great Western Steam Up: There was no income. Expenses were \$10 for Authorize.net and \$20 for our merchant account. We refunded NSRM \$113,707.00 for monies taken out of their Exhibit Fund for GWSU. Ending balance \$52,247.66. There may be a request from the State to refund ~\$10k for the GWSU, DanT has more info on this, just a heads up. I believe it is now time to stop our merchant account and Autorize.net as every month the fees total \$30.

Cash : \$200.00 in miscellaneous dominations for future events (2 boxes, \$100.00 each).

- **Checking Account**

○ Beginning Balance	\$66,312.81
○ Income --	\$8,979.74
○ Expenses --	\$3,974.06
○ Ending Balance	\$71,318.49

- **Money Market**

○ Beginning Balance	\$35,200.90
○ Income--	\$0.28
○ Ending Balance	\$35,201.18

- **Resteam Account**

○ Beginning Balance	\$12,233.75
○ Donations-Restricted	\$19.39
○ Ending Balance	\$12,253.14

- **Great Western Steam Up**

○ Beginning Balance	\$165,984.66
○ Income	\$0
○ Expenses	\$113,737.00
○ Ending Balance	\$52,247.66

- **Cash on hand**

○ Box1	\$100.00
○ Box2	\$100.00

- **Total of all assets** \$171,220.47

Treasurer's Report

For the period: 11/1/2022 - 11/30/2022

FNSRM Checking

Beginning Balance @ 11/ 1/2022 \$ 66,312.81

Income

Amazon	\$ 42.59
Bonfire	\$ 17.12
Lost Check-Stop Payment Issued*	\$ 865.03
Memberships	\$ 2,925.00
Refund from Deitz Media	\$ 5,000.00
Water Sales	\$ 30.00
Donation in memory of	\$ 100.00

Total Income \$ 8,979.74 \$ 8,979.74

Expenses

Advertizing	\$ 290.88
Bank Charges	\$ 171.07
Candy Harvest & Santa Trn	\$ 627.79
Credit Card Fees	\$ 42.10
Gifts to Donors-Coffee Mugs	\$ 37.38
Harvest Train Event	\$ 246.43
Lyon Project-Transfer to ReSteam	\$ 19.39
Membership Chair*	\$ 1,514.82
Nevada Day	\$ 100.00
Santa Train	\$ 877.08
Treasurer Supplies	\$ 47.12

Total Expense \$ 3,974.06 \$ 3,974.06

Ending Balance @ 11/30/2022 \$ 71,318.49

Money Market

Beginning Balance @ 11/1/2022 \$ 35,200.90

Interest Earned	\$ 0.28
Transfer from Checking Acct	\$

Ending Balance @ 11/30/2022 \$ 0.28 \$ 35,201.18

Submitted By:

Richard Bieniek

Date: 12/4/2022

Richard Bieniek, Treasurer

Treasurer's Report

FNSRM ReSteam

Beginning Balance @ 11/1/2022 \$ 12,233.75

Income

Donations - Lyon \$ 19.39
 XXXXXX \$

Total Income \$ 19.39 \$ 19.39

Expenses

XXXXXX \$
 XXXXXX \$

Total Expenses \$ 0.00 \$ 0.00

Ending Balance @ 11/30/2022 \$ 12,253.14

Great Western Steamup

Beginning Balance @ 11/1/2022 \$ 165,984.66

Income

\$
\$
\$
\$
\$
\$

Total Income \$ 0.00 \$ 0.00

Expenses

Authorize.Net Fees \$ 10.00
 Merchant Service Fees \$ 20.00
 Reimbursement to NSRM Fund \$ 113,707.00
 \$
\$
\$
\$
\$
\$
\$
\$
\$
\$
\$

Total Expenses \$ 113,737.00 \$ 113,737.00

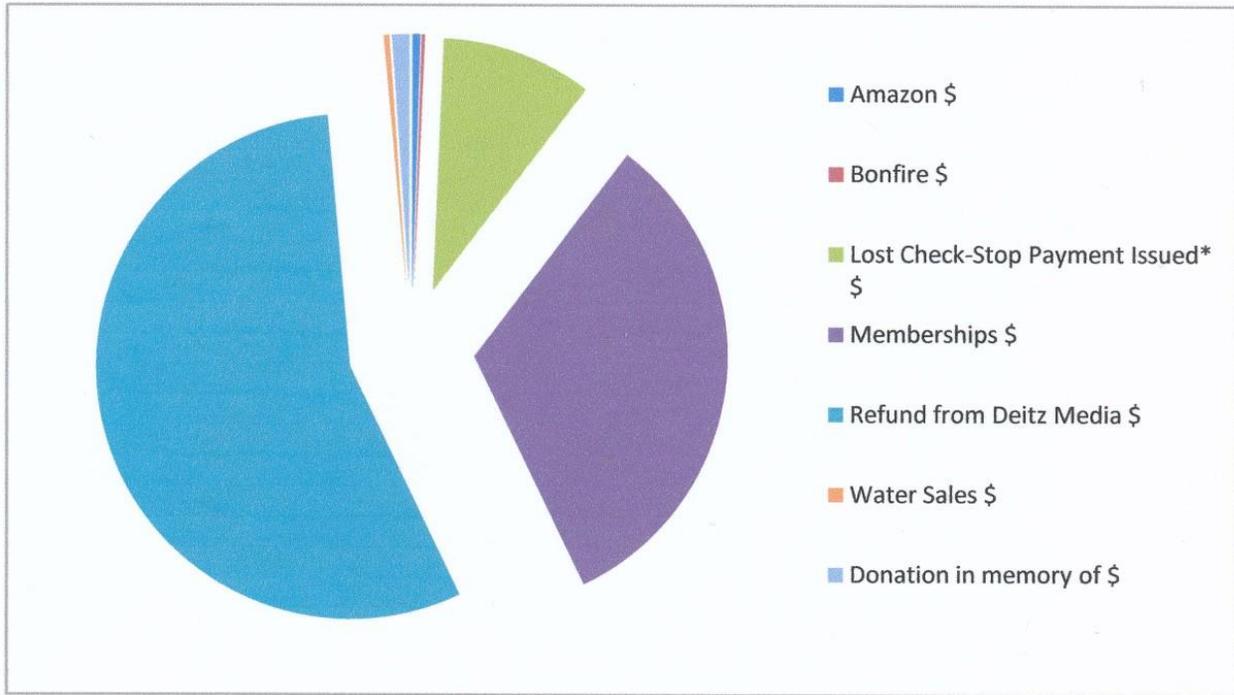
Ending Balance @ 11/30/2022 \$ 52,247.66

Cash on hand for Events

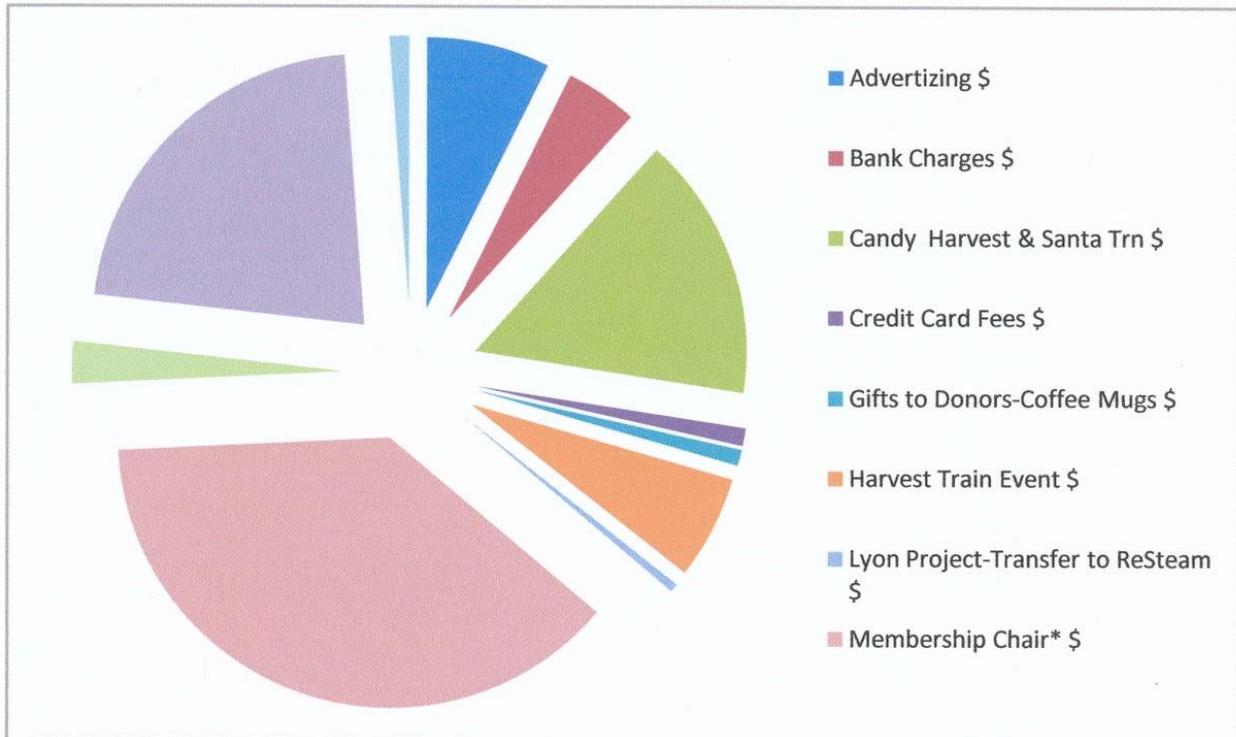
Cash Box 1 (Used for change on cash purchases) \$ \$100.00
 Cash Box 2 (Used for change on cash purchases) \$ \$100.00

TOTAL OF ALL ASSETS \$171,220.47

Friends Checking Account



Income



Expense

Monthly income and expenses

11/1/2022 through 11/30/2022

Subcategory	11/2022	Total
Inflows		
F-Amazon Smile	42.59	42.59
F-Donation		
F-Bonfire	17.12	17.12
F-Donation - Unassigned	100.00	100.00
Total F-Donation	117.12	117.12
F-Lost Check -- VOID	865.03	865.03
F-Membership		
F-Membership - Unassigned	2,925.00	2,925.00
Total F-Membership	2,925.00	2,925.00
F-Refund to Friends	5,000.00	5,000.00
F-water sales	30.00	30.00
Total Inflows	8,979.74	8,979.74
Outflows		
F-Advertising		
F-Facebook	290.88	290.88
Total F-Advertising	290.88	290.88
F-Bank Charges		
F-Service Charge	171.07	171.07
Total F-Bank Charges	171.07	171.07
F-Candy	627.79	627.79
F-Credit card fees	42.10	42.10
F-Gifts to Donors-Mugs	37.38	37.38
F-Harvest Train Event		
F-Toys	55.45	55.45
F-Harvest Train Event - Unassign...	190.98	190.98
Total F-Harvest Train Event	246.43	246.43
F-Lyon Project	19.39	19.39
F-Membership Chairman		
F-Fees	1,281.75	1,281.75
F-Postage	123.28	123.28
F-Printing	42.00	42.00
F-Supplies	67.79	67.79
Total F-Membership Chair...	1,514.82	1,514.82
F-Nevada Day	100.00	100.00
F-Santa Train		
F-Candy Canes	385.00	385.00
F-Photo Supplies	422.22	422.22
F-Santa Train - Unassigned	69.86	69.86
Total F-Santa Train	877.08	877.08
F-Treasurers Supplies	47.12	47.12
Total Outflows	3,974.06	3,974.06
Income less Expenses	5,005.68	5,005.68

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MEMBERSHIP COMMITTEE REPORT

As I have mentioned previously, I will not be able to continue to chair the Membership Committee for personal reasons, but I can still help to implement a possible membership tool. I believe that Dan may also have an update on the museum's effort to provide a solution as well.

After reviewing several membership management tools I would recommend the Wild Apricot application by Personify for the Friends. I have done an in-depth evaluation of this tool and believe that it can serve a number of our needs effectively. Here is a brief summary of its capabilities:

- Allow easy import of existing member records
- Manage our member database
- Provide targeted email options
- Allow potential members to apply online
- Provide various reporting capabilities
- Offer online shopping
- Notify members of upcoming events
- Provide online ticketing options
- Provide members with an online membership card
- Options for online voting/polls
- Integrate with finances

Costs for Wild Apricot would be approximately \$190/month for 2,000 contacts or \$350/month for up to 5,000 contacts. I believe that based on my current knowledge and the available Personify support options we could implement this tool within a few weeks.

GWSU TRADEMARK PROTECTION

The trademark application is still in process for Ironhorse Rail Camp with the U.S. Patent Office. I have not begun the application process for GWSU trademark. Let me know if we wish to proceed and I will get a cost estimate.

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FRIENDS WEBSITE

I update the website on a regular basis and I can continue in this role without any issues. I have been adding Board meeting minutes to the site for historic reference and will be adding the Sagebrush Headlight for online access as well.

Let me know if you have any questions or concerns.

Michael McClain

December 1, 2022

Friends of the NSRM Membership Report for NOVEMBER 2022

MEMBERSHIPS		MEMBERS
Students:	0	0
Seniors:	206	206
Individuals:	63	63
Family:	99	184
Senior Couple:	156	308
Sustaining:	69	119
Contributing:	7	10
Patron:	3	4
Lifetime:	11	12
TOTAL:	614	906

In addition there are 41 Complimentary Memberships that receive the Sagebrush Headlight.

Respectfully,

Susan D Allen

Susan D. Allen
Membership Chairman

Memberships Purchased in NOVEMBER	
15@	\$20....\$300
3@	\$35....\$105
6@	\$40....\$240
11@	\$60...\$660
<u>5@</u>	<u>\$100..\$500</u>
1@	\$250..\$250
<u>1@</u>	<u>\$500...\$500</u>
42	\$2555
DONATIONS	
	\$200
RAIL CAMP	
	0
BRICKS	
	0
TOTAL DEPOSIT	
	\$2755

Events Committee Report

Santa train is underway and I am very disappointed in the turn out of the first Santa train weekend. It was suggested by our president that we advertise for the first weekend. We were told by the director of the museum that his staff did not want to work hard because they were tired from the successful events from this year. Because of that we did not advertise. Because of that we had a very low turnout, our vendors did not sell much food, and we had a lot of volunteers standing around because they had very little to do, and we only took in a little over \$400 for the raffle for both days, to give perspective, historically we would sell about \$600-700 per weekend.

Other than the lack of attendance, the event weekend was uneventful. Hopefully there will be some more advertising and effort put into advertising our event for the next two weekends.

This Saturday we have a special train, the Santa Pajama Express. There will be 5 families, 27 people in total, with 17 children. I have a donation of \$200 from Artsy Fartsy Art gallery to cover the cost of the tickets for the family as well as some of the gifts for the children. I'm asking the Board for another \$250 to cover the rest of the costs of gifts so that I can go out and get gift bags with toys for the children. I have already purchased train whistles and I was planning on getting stuffed animals, coloring books and crayons, and other items. Suggestions are welcomed. I will have approximately \$20 per child for toys and a gift bag.

My suggestion for the board for next year is to work with the museum and find out how much they actually want to work. It seems that I hear complaints about how they work too much. So, I think it would be important for the board to determine just how much the museum would like to work and then adjust the events accordingly. This directly impacts the events committee and planned events at the museum.

I also suggest that staff members change their tune towards the volunteers. There have been many volunteers that are upset or have left because a certain staff member is rude, surly, and abrasive. This directly impacts events and the volunteers to staff and support it.

For those who do not know, I'm the reason we have an events committee. It has been over 8 years that I have chaired this committee and I think it's time someone else took over and organized meetings, planned events, and worked to make this place a more active and vibrant museum.

I will be finishing out this year's Santa train, however I will not be responsible for the raffle next year. I am solely responsible for us having a raffle in the first place. 12 years ago I approached the Friends with the idea and have taken charge ever since. After this year, the lack of proactive behaviors by the museum, and the realization that my family are the only ones to help in the coordination, design, and set up of the raffle, I

have decided to let someone else do all the work. I'm grateful to the volunteers who brought prizes. We would not have a raffle without prizes and some of you have brought gift baskets year after year. Thank you! And a thank you to museum staff who stored prizes in their offices and brought them down to the depot. It takes more than prizes to make a working raffle.

I am at a point in my life where I need a break. I just don't have the time to continue to do what I have been doing. I have begun to feel that I am pounding my head against the wall and I do not appreciate that feeling. It's been a death by 1,000 cuts and I'm just over it. Removing myself from the events committee will take a huge burden off me. I am always willing to advise and counsel the next Events Chair.

Motorcar Report for FNSRM board meeting December 5, 2022

The McKeen car didn't operate as scheduled on October 1st and 2nd due to an odd noise being heard and brakes malfunctioning on the morning of the 1st. The Edwards car took its place.

On October 11th Gary O'Leary, Steve Schlaifer and myself checked the operation of the McKeen car and concurred with Kevin Owens that the noise heard on the 1st was normal and that the conductor's valve had been partially thrown. This gave Steve some much delayed training.

On October 14th the annual Chamber of Commerce tour was given using the McKeen car.

The initial meeting of the new Motorcar Committee took place on October 27th. Meeting minutes are attached.

October 28th 29th and 30th saw McKeen car operations for Nevada Day.

There was a tour on November 4th using the Edwards car.

On November 9th I sent my letter of resignation to Kevin Owens. As of the first of the year, I will no longer be the motorcar crew chief. Therefore, this will be my final motorcar report. Thank you for your support for the last 7 years.

Respectfully submitted
Dave Squire NSRM motorcar czar

Friends of NSRM – Proposed Committee Restructuring/Streamlining

Goals:

- a. Improve coordination between similar efforts.
- b. Enhance planning ability.
- c. Improve manning of committees.
- d. Recalibrate Friends activities to better match the terms of the MOU.
- e. Streamline Board meetings. (Ideally, meetings would take 1.5hrs.)

Existing Standing Committees:

1. Audit
2. Brick Sales
3. Events
4. Rail Camp
5. Fundraising
6. Capital Campaign
7. Interpretive
8. Bylaws
9. Membership
10. Motorcar Operations
11. Steam Operations
12. Sagebrush Headlight
13. Website
14. Youth Program
15. Elections

Proposed New Organization:

1. Administration (Includes Audit, Bylaws and Elections.)
2. Fundraising (Includes Brick Sales, Capital Campaign.)
3. Membership (Includes Youth Program)
4. Events (Includes Rail Camp, Steam Operations, Motorcar Operations)
5. Communications (Includes Interpretive, Sagebrush Headlight/Newsletter, Website)

Related New Organizational Points:

- Committees should meet at least quarterly and have a formal meeting schedule published to the membership.
- Committees should have at least five members, including not less than two executive committee members and two non-board members.
- Museum Director is a member of Fundraising, Membership.
- Curator of Education is a member of Events, Communication

Friends of the Nevada State Railroad Museum
Board of Trustees
Effective January 1, 2023

Name	Position	Term Expiration	email	phone
Todd Moore	President	2023	inyo22@mac.com	775-487-9291
Rebecca Bevans	Vice-President	2023	beckyroka@yahoo.com	775-762-3354
	Secretary			
Rick Bieniek	Treasurer	2025	rickbien@frontier.com	775-297-6319
Michael McClain	Trustee	2023	michael@themcclainfamily.com	775-440-7084
Ron Allen	Trustee	2025	rjallen@gmail.com	775-720-3499
Rick Kohler	Trustee	2025	choochookohler@gmail.com	775-721-3564
Dave Squire	Trustee	2024	daveshayfan@yahoo.com	408-590-8044
Bill Barbe	Trustee	2024	wdbarbe@yahoo.com	818-325-9277
Nancy Deis	Trustee	2024	ndeis@comcast.net	925-895-4941

All terms expire in December.
Terms are three (3) years in length.
Trustees are allowed to serve three (3) consecutive terms.