

## **Train Mountain Railroad Board of Directors Meeting**

October 29, 2014

Location: Telephone Meeting

### **1. Call to Order**

The meeting was called to order at 7:05 pm.

Present: Tom Watson, President; Chuck Barnes, Secretary; Jim Armstrong; and, Jerry Crane

Absent: Dennis Ward, Treasurer

Others in attendance: Marg Hope and, Jeff Pape

### **2. Jerry Crane**

John Black has resigned from the TMI and FTM boards. Jerry Crane has replaced John on the TMI and FTM Boards. Pursuant to the Cooperative Agreement a TMI Board member sits on the TMRR Board as a non-voting member. John had been the TMI Board member on the TMRR Board.

Tom said he and Justin Throne discussed Jerry remaining a voting TMRR Board member. They determined there was nothing to prohibit Jerry from being a voting member on the TMI Board and the TMRR Board, provided there was no conflict of interest (renegotiating contracts between TMI and TMRR, etc.). If such a conflict arises, Jerry would not vote as a TMRR Board member. Jerry was agreeable to remain a voting TMRR Board member. The Board discussed the issue and did not see a problem with Jerry remaining a voting TMRR Board member.

**Motion:** Keep Jerry Crane on the TMRR Board as a voting Board member. Armstrong/Barnes. Approved. 4-0

Jerry will be the TMRR Board member sitting on the TMI Board.

### **3. New Office Employee**

Joyce Merwin has been hired as the office administrator. She will report to Jerry but Tom will provide the day-to-day supervision. Carl Vanderspek will pay Joyce's salary for the first twelve months.

### **4. Budget Items – Tom Watson**

a. Office Server. Tom told the Board that a NSA device that contains a processor running server software is needed. The WD My Cloud EX4 series meets these requirements. Tom recommended TMRR purchase the 8GB (smallest version) at a cost of approximately \$750.00 plus shipping. TMRR, TMI and FTM will benefit from the server and all should share in the cost. After purchasing the server, TMRR will request TMI and FTM to contribute.

**Motion:** TMRR purchase a 8GB WD My Cloud EX4 server. Armstrong/Crane. Approved. 4-0

b. The front office needs a monochrome copier/printer. The model purchased will be determined by the best machine and sale price. The cost will be around \$400.

The front office also needs a network monochrome duplexing printer. This printer will save money since too many print jobs are being sent to the color printer. The model purchased will be determined by the best machine and sale price. The cost will be around \$300.

The Board discussed the requests and agreed that both machines will benefit TMRR. The Board also discussed setting a cost threshold to determine when the Board's approval is required to make a purchase. Setting one would streamline the purchasing process.

**Motion:** Set a spending limit of \$500.00 for any one item before the TMRR President must come to the TMRR Board for approval. Armstrong/Crane. Approved. 4-0

#### **5. Meet Registration Fee Anomalies Need Fixing**

The Board discussed and recognized that it is presently cheaper to bring a second adult as a meet guest rather than having a Family Membership. TMRR should encourage family participation.

**Motion:** Lower second member meet fee to \$20.00 and leave Meet Guest Fee at \$25.00. Barnes/Crane. Approved. 4-0

#### **6. Day Pass**

Currently some TMRR members are only obtaining a Day Pass and then bringing and operating their equipment at TM meets. After discussing the issue the Board concluded that any person obtaining a Day Pass should not be entitled to bring and operate equipment at a TM meet. The "Encyclopedia" should be reviewed to determine if TMRR members are required to register for a meet.

**Motion:** Neither TMRR members or non-members may bring train equipment to a Train Meet on a Day Pass. Crane/Armstrong. Approved. 4-0

#### **7. Meet Visitor Passes**

The Board discussed the intent of a Visitor Pass and concluded the pass is intended for a one or two hour "tourist" visit and does not allow a visitor to bring or operate train equipment. The visitor may walk around TM and take a train ride if one is offered. The Board did not believe any change to the Visitor Pass is required at this time.

## **8. Encourage Preregistrations**

Registrations that are done during the train meet are time consuming for the staff and can take them away from the operation of the meet. Joyce will be able to help with registrations during the meet. Preregistration gives an estimate of the number of attendee that can be expected. This will help TMRR determine the number of portable toilets, the amount of food that will be needed, etc. It was recommended that the preregistration fee be lowered to \$30.00 and the fee for registrations during the meet remain at \$35.00. The Board agreed with lowering the preregistration fee to \$30.00, but did not believe Board vote was required.

## **9. Day-to-Day Operation Items**

Tom explained to the Board that he and Dennis try to limit the number of day-to-day operating items that come to the Board. Tom said if he and Dennis believe an issue should be brought to the Board's attention, the item would be put on the agenda. The Board expressed confidence in the decisions of Tom and Dennis and how they have been handling the day-to-day operation of TMRR.

## **10. All Meet Pass**

In 2014 there were seven TM meets and the All Meet Pass cost \$120. The 2015 Triennial will have its own fees so the Triennial is not included in the 2015 All Meet Pass. Therefore the 2015 All Meet Pass will only cover six TM meets. After discussing the possibility of lowering the cost of the 2015 All Meet Pass to reflect one less TM meet, the Board decided to keep the cost at \$120.

## **11. Staff Meet Access**

TMRR currently issues the paid staff a Staff All Meet Pass. The Board discussed the issuance of a similar pass to TM volunteers who dedicate a significant amount volunteer time at TM. The Board was in agreement that this issue has merit and warrants consideration. The level of work and the number of volunteer hours needed to qualify for the pass must be defined. It also should be determined if the person "works a lot" or "hangs around a lot". Time sheets should be required to track the number of hours a volunteer has worked. Tom said he would discuss this issue with those who suggested the pass. No action was taken.

## **12. Status Report – Jerry Crane**

- a. TMI has approximately \$42,000 in their bank account and \$68,000 has been committed. TMI is overcommitted but several of the upcoming expenses are in the future. Anticipated future revenue should be sufficient to cover the shortfall.
- b. There are too many bank accounts and if possible we need to consolidate accounts.
- c. We need help with endowment accounts, writing grants, and developing a general trademark. Jerry will prepare a Gazette article outlining the items to be done and the need for help.
- d. Jerry will also draft a Gazette article describing what happens to donations.
- e. A financial report for TMI will be prepared by January. Jerry requested TMRR also prepare a financial report.

**13. Status Report – John Black**

None.

**14. Status Report**

Randall Baley, protection/fire planner, took a tour of the south side of TM. He will return with a crew chief for a more extensive tour of the entire property. After that visit he will formulate a fire plan. His initial thought was to install 85' firebreaks that are clear of brush (not trees) and create an area where the fire crews can "make a stand".

Justin Throne is preparing a grant for fire safety.

**15. Last Minute Items**

- a. Jeff Pape said he is looking into methods of hauling containers to TM.
- b. Money donated to the Track Project will be used to purchase plastic ties. After the 2015 Triennial TM may need to start removing track panels with wood ties to allow their replacement with track panels with plastic ties.
- c. TM should consider using different screws in the track panels. Jerry will purchase several different screws for evaluation. If a new screw is used, the existing screw gun may need to be replaced.

**16. Set Next Scheduled Board Meeting**

No date set.

**17. Adjourn**

**Motion:** Adjourn the Board meeting. Crane/Armstrong. Approved 4-0. Meeting adjourned at 8:42 pm.

The minutes were taken and submitted by Charles Barnes, Secretary.  
The TMRR Board approved the minutes with an email vote.