

Donations: Gina Carrigan-St. Clair of Tulsa Oklahoma donated a neat War Department letter concerning how to get gloves for railroad workers on the WP. Her maternal grandfather Harry Van Drielen Jr. (a former resident of Portola) received the letter from the U.S. Senate regarding the rationing of railroad supplies during World War Two.

Gene & Kathy Kirkpatrick of Stockton California donated some color copies of photos and passes concerning Marion Evans, an engineer on the WP during the steam era. They also donated a framed picture of the famous Hal Wright aerial photo of Williams Loop.

Jim Ley donated some art prints, which we are selling in the gift shop to raise money for the archives.

I was able to secure the original blueprints for the WP hospital at a swap meet in Sacramento. Gail McClure is having two copies made in Reno, which we can use for fundraising and planning. The originals will be put away in the archives car.

Correspondence: Plumas-Sierra County Fair would like a donation for 59th annual Parade on Saturday August 14th. Received a request from Orange County Model Engineers for a donation for their model train show in September. Received donation request from Cathedral School for Boys in San Francisco for their annual fundraiser in March 2005. I don't know any of these people and have no idea if we have supported them in the past. I need direction on how to handle these requests in the future.

Operations: We have been hampered by a lack of crewmembers on some weekends. I've discussed this with Kerry Cochran and I think we should investigate why so many people are absent this year. Is it the cost of gas? Are people losing interest? or, do we need to do something different?

Mechanical: A lot of progress this month on getting equipment running again. The shop seems to be easier to work in and the guys are more productive when they are here. The tool room continues to improve now that the pegboard racks are in place and being used.

Building & Grounds: Paint projects are progressing well although I had hoped to get more done by now. Dave Epling, Spencer Walker, Brittany Kudson-Walker-Cochran and "Daves Girls" were a big help on getting doors painted and overhauling the model railroad.

Still need to paint the men's room, office, hallway, and eaves on the north side, garbage cans, cross bucks and all kinds of little items. A fresh coat of paint hides a lot of things and gives off a better appearance. I am using up a lot of the old paint that we have collected around here over the years so the painting projects are not very expensive.

Still picking up a lot of junk, scrap, old wood and garbage off the ground. Trees and weeds are being trimmed.

New signs installed in entrance. The "Historic Portola Shops" sign inside the doorway may not be "perfect". My intention was to try to explain to visitors what we are doing here. On many occasions, new visitors have expressed confusion as to where the museum is. They are used to CSRM or the Nevada State Museum and think they have stumbled into the back shops or the repair shed and wonder out loud, "where is the museum"? One couple earlier this spring, said that this must be the place that fixes up all the old equipment that goes on display in "the nice museums". Whenever I greet visitors, I try to explain that it has taken us twenty years to get this old building repaired, get the track back together and collect 140 pieces of equipment. That alone is an incredible accomplishment and once I explain this, people usually congratulate us on our accomplishments. This sign, cuts my orientation speech in half and lets me concentrate on other things or answer more specific questions. If you

note a minor error in the verbiage on the sign, remember, it's for the general public and to that end I think it is very effective.

Misc: At Rod McClure's direction, we purchased one electric cart and had the other two picked up. I will use my discretionary powers to keep the carts reserved for the disabled and handicapped persons and not for general use.

Injury Report: Alan Hirasawa banged his shinbone when a loose nut hit him in the leg on July 3rd. We treated it with an ice pack and no serious damage was done. No recommendation on how to prevent this from happening again other than banning Alan from the property.

Financial reports attached. I will have comparison reports against this time last year available next month. We have passed the \$63,000 mark and I am optimistic that we will double this by the end of the year.

We are very busy on weekends. The middle of the week is still slow but has been picking up. My compliments to Jack Palmer and Kerry Cochran for the work they did this week. RALS are picking up quickly.

We are still burdened by a severe lack of space around here. I implore all department heads to search through your stuff and see if there is anything that we can throw out. Seriously, if it is broken and you haven't repaired it by now, do you really need it? Has any of this stuff that we have collected over the last twenty years because "we might need it someday" ever been used in the last twenty years? Are we going to ever use it?

Visit's from Bob Yarger of Railway Preservation Magazine. Bob used to be the news editor of Locomotive & Railway Preservation Magazine and this was his first visit to the museum. Visit from John Sillito and Richard Sadler of Weber State University of northern Utah. They have the Utah Construction Company records from the building of the WP. They have prepared some historical displays that are currently in storage and we discussed several ideas of possibly setting up some of there displays here at the museum. I think we will be able to use some of their information for future Headlight articles and conventions. Also a visit from Pam Blair of Ruralite Magazine. She is writing up an article on the Sierra Valley area and rode along on an RAL with Don Nelson, took some pictures and was very excited about the museum.

Respectfully Submitted,

John Walker
Museum Manager

Railroad Days Planning.

People, this event is now just six weeks away! No one has expressed any interest in the planning or operation of the event this year, so I am taking the initiative to get some things organized, establish a plan of action and round up volunteers. If I'm stepping on anyone's toes, I apologize. But we need to get some things going on this right now! I don't want to hear one word about Truckee, Rio Vista, Santa Maria, PLA, Magnolia Tower or anything else until we get this event taken care of. Railroad Days is our biggest event of the season. We have more members visit on this weekend, we make the most money on this weekend and we have the greatest opportunity to make a great impression on the community and potential volunteers and donors on this weekend.

Given the critical shortage of manpower this year, I am recommending a very conservative course of action this year.

Soft drinks, snacks and train ride tickets will be sold in the ticket booth in the parking lot. We can clean up the booth; repaint it, put up some signs and put ice chests out there to keep the drinks cold. I need at least 4-6 people to help out here. This would be a good job for young people. It would be great if someone could set up a fan or portable air conditioner in that booth for the weekend.

Team Leader: _____

Asst Team Leader: _____

Volunteer: _____

Volunteer: _____

Volunteer: _____

Volunteer: _____

Rod and I have already discussed having a beer booth again this year. I believe this should be inside the engine house or up on the dock. Adults must man this operation.

Team Leader: _____

Asst: Team Leader: _____

Volunteer: _____

Volunteer: _____

Bathrooms and Trashcans need to be serviced regularly. This is a thankless task but it MUST be done. These areas need to be checked on the hour. Volunteers for this job can also haul ice and soda's wherever they are needed and keep the crew refrigerator stocked.

Team Leader: _____

Volunteer: _____

Perhaps the biggest complaint we had last year was the lack of any food service here at the museum. I would like to have a hamburger and hot dog stand up on the dock this year. We would also move the picnic tables up

things we need to find volunteers for. The Elks and the American legion have already expressed interest in to doing this for us this year.

The WPRRHS will have a swap meet table set up to sell some surplus stuff from our archives and answer questions.

Team Leader: Frank Beavers

Volunteer: Jim Cooper

Volunteer: Thom Anderson

I would also like to ask Brad Lomazzi, Ken Meeker and Roy Gabriel if they would like to set up a table inside the engine house as well.

Model Train Layouts will be provided by the following:

I would like a volunteer, preferably a Director to oversee their placement and accommodations.

Model Railroad Coordinator: _____

I will need extra help in the gift shop. I already have volunteers lined up.

We should have official greeters and guides available to meet people and give directions. These people can double as car attendants and cross walk monitors. They should wear orange vests so that they are easily recognizable.

Team Leader: _____

Volunteer: _____

Volunteer: _____

Volunteer: _____

Raffle Prize: I want to have a table set up with some nice raffle prizes. Someone needs to man this table and sell raffle tickets. This could be very profitable to us. We may also want to ask Norm, Bob Larson and perhaps someone else to autograph books at this location also.

Team Leader: _____

Volunteer: _____

Model Railroad: I need at least one person to operate and repair the model layout during the day and answer questions. I will not have time to run over and fix it every five minutes on this weekend.

Team Leader: _____

Volunteer: _____

Train Crews and Mechanical Department will take care of themselves as always.

I would also like to see the UP 105 open for display. We will need car monitors.

Team Leader: _____

Volunteer: _____

Volunteer: _____

If we do not use the Lounge car and Baggage car for anything else, it would be great to set up a second gift shop and snack bar in those cars provided they can be spotted in a good location with good stairs.

I expect team leaders to take complete charge of their areas and coordinate breaks and staffing of those positions.

I plan to be firmly entrenched in the gift shop making lots of money. I can't do that and do everything else. So I need volunteers to take charge of these areas and make sure that they are covered. I don't want to answer questions, cook or sell anything but store merchandise in the gift shop. I want all of this other stuff handled someplace else.

I have arranged for two additional Porta-Potties in the parking lot for this weekend.

We need a volunteer to mark parking spots in the parking lot so the GEF's will know where to park. Someone directing traffic at the gate and insuring that the general public doesn't park on the north side of the building would be helpful also.

John Walker
Museum Manager