

Tom Carter, director Kerry Cochran, director Leisa Wesch, director Frank Brehm, director Greg Elems, director Steve Habeck, president Charlie Spikes, director Gail McClure, treasurer Eugene Vicknair, secretary

Regular Meeting October 8, 2016 – 6:30 PM (new time) WPRM Meeting Room Portola, CA

# **Agenda Topics**

Meeting being recorded at the request of Leisa Wesch

#### **Attendance**

### Correspondence

#### **Consent Calendar**

Items will be acted on simultaneously unless a Director requests separate discussion and / or action.

1. Minutes – Minutes of the September 2016 BOD Meeting.- TABLED TO NOVEMBER

#### **Old Business**

1. Historical/Archive Department (Cochran)

Update on Historical / Archives activities and revised forms for Department. Discussion. Possible Action.

2. Bank Account Authorizations (Habeck, Vicknair)

Board motion for new bank accounts listing who is authorized for accounts and credit cards. Discussion. Possible Action.

#### **New Business**

1. 2017 Event Calendar (Vicknair)

Approve event calendar dates. Discuss Convention conflict (see Vicknair reports) Discussion. Possible Action.

2. Restricted Funds (Vicknair, McClure)

Discuss how we want to carry and report negative balance restricted funds. Discussion. Possible Action.

#### **Good of the Order**

- 1. President's Report
  - Written report provided
- 2. Financial Reports
  - Reports and Summary provided
- 3. Director's Reports
  - Vicknair meetings with elected representatives and local groups, ESPN radio
- 4. Event Reports
  - 2017 Historical Convention written report provided
  - Pumpkin Patch Express written report provided
- 5. Department Reports
  - Marketing written report provided
  - Website written report provided
  - Operations caboose seat restoration, written report provided
- 6. Committee Reports
- 7. Legal / Insurance Report
- 8. Status of Surplus Property Report
  - FR&W Plymouth paid for \$4,000
- 9. Safety Report
- 10. Public Comments Note: public comments will be held to 3 minutes when recognized by the chair, unless granted extension by the Board
- 11. Notices

# **Closed Session** – requested by Director Vicknair

Business Item

### **Adjourn**

Next Meeting – November 12, 2016 – 1:00 PM

WPRM Meeting Room Portola, CA

## **UPCOMING EVENTS**

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Train Sheet Deadline / New Year's Eve

October.. Winter Prep Museum Hours: 10 AM – 4 PM, Sat-Sunday 8 Board Meeting - 4 PM Portola **Budget Deadline** 8-9 Pumpkin Patch Express – 10 AM to 6:30 PM, trains 1:00 PM – 5:00 PM departures 15-16 Pumpkin Patch Express – 10 AM to 6:30 PM, trains 1:00 PM – 5:00 PM departures TBD Facilities and Track Work Session 30 Museum closes to public 31 Train Sheet Deadline November.. Winter Prep 6 Daylight Savings Time ends 11 Veterans Day 12 Board Meeting - 1 PM Portola 24 Thanksgiving December.. Santa Trains 3 Santa Trains – Gates open at 5 PM 10 Board Meeting - 1 PM Portola Santa Trains – Gates open at 5 PM Santa Trains – Gates open at 5 PM 17 25 Christmas