

To: FRRS Board of Directors  
 From: Paul Finnegan, *Train Sheet* co-Editor  
 Re: *Train Sheet* Report  
 Date: February 6, 2019

### **November/December 2018 Issue #179**

Timeline for Issue 179:

- 1/1/19 Sent out first review copy to internal review team.
- 1/3/19 Sent out second review copy to internal review team.
- 1/4/19 Sent out third review copy to internal review team.
- 1/4/19 Received Quote from Pine Press in Sunnyvale.
- 1/6/19 Review complete and all revisions done.

Received review inputs from Kerry Cochran, Greg Elems Steve Habeck and Eugene Vicknair.

- 1/12/19 Received approval for expenditure of funds to print & mail.
- 1/14/19 Requested and received invoice from Pine Press for printing and mailing.
- 1/14/19 Payment made to Pine Press.
- 1/14/19 Reviewed proof at Pine Press. Approved layout and content, but rejected print quality. There was very subtle mottling in a band near the bottom of the page. Hassan ran a test page and found it was a printer issue. He immediately opened a service call to get his printer serviced. (I guess that is why you do proof copies!)
- 1/14/19 Emailed out 147 email delivery copies (in two batches so it did not trip the maximum number of emails per hour at Hostmonster and Gmail.) 133 were domestic members, 4 were international members, 10 were directors/officers.
- 1/16/19 Domestic copies (527) delivered to bulk mail vendor (\$325.59)
- 1/17/19 International copies (5) mailed (\$16.10)

Print 600 sets (16 pages each)	\$820.00
Estimated Domestic Postage	\$362.76
Sales Tax	\$73.80
International postage	\$16.10
Total:	\$1272.66
Less credit on books at print shop	- \$267.24
Actual January out-of-pocket:	<b>\$1005.42</b>

Domestic Postage adjustment*	-\$37.17
True cost of Issue 179:	<b>\$1,235.49</b>

\* Credit will be kept at Pine Press for use on next issue.

## **January/February/March 2019 Issue #180**

The following articles are already in Issue 180 (scheduled publication early April):

- What the heck is a governor?
- All WP 705 needs is a governor and a governor wiring harness...
- Things Around the Museum - Tamper
- 2019 Caboose Train and Weekend RAL Schedules
- THE ULTIMATE EXPERIENCE (RAL promotion)
- Would YOU like to work on the Railroad?
- 2019 Members' Meeting – Janet Steeper
- Golden Spike Train Club of Utah
- Light the Fire Fundraising Event – Eugene Vicknair (with paywall video link)
- WPRM MARKETING STRATEGY MEETING – Eugene Vicknair
- FRRS Organization Chart
- The Ultimate Snow Clearing Machine (TwoFour Video)
- 2018 Santa Train Photos

The following articles are planned for Issue 180:

- Front page article for 2019 Convention – Eugene Vicknair (to be written)
- Mechanical Department Report –David Elems (pending his approval)
- Troop Sleeper Mattresses – Steve Habeck (to be written)
- Sponsors
- Membership Report
- Election Update – Matt Shuman/Paull Finnegan (to be written)
- There is about one more page of space available for additional material.

### **12 vs. 16 Page Issue**

For planning future issues, I thought it would be useful to have printing and domestic mailing estimates for both 12 and 16 page issues. A 12-page issue would be about \$190 less expensive to produce.

Item	12 Pages	16 Pages
Print 600 sets	\$680.00	\$820.00
Estimated Domestic Postage	\$325.59	\$362.76
Sales Tax	\$61.20	\$73.80
<b>Total:</b>	<b>\$1066.79</b>	<b>\$1256.66</b>

### **Promoting Email Delivery**

I continue to receive replies to my emails from early December inviting members to convert to email delivery. There have been three more emails requesting email delivery since the last issue went to press. There have also been five emails to membership@wplives.org requesting email delivery. I believe these are from the “Catch the Early Train” notice in the *Train Sheet*.

One person has contacted me asking to convert back to USPS delivery.

I will collect all the changes and send them to Susan Scarlet before the next issue is published.