

**Feather River Rail Society
Board of Directors Meeting
July 12, 2003
6 p.m.
Old Gift Shop, Portola Railroad Museum
Portola, California**

President Rod McClure called the meeting to order at 6:17 p.m. The following directors were present:

Frank Brehm	Kerry Cochran	Norm Holmes	Gail McClure
Hank Stiles	Eugene Vicknair		

Directors Andy Anderson and Steve Habeck were unable to attend.

Visitors present:

Thom Anderson, WPRHS	John Walker, Staff
Jack Palmer	

Correspondence

There was no correspondence to report.

Consent Agenda

1. Minutes – Approval of the minutes of the regular meeting held June 7, 2003.
2. Financial Reports –

Director McClure reported a correction to the minutes from the June 7, 2003 regular meeting, the June 7, 2003 Membership Meeting and the Board Summary. Ed Wagner's brother's name was Joe, not Gerald. The minutes were duly corrected.

Motion # 03-07-01 -- Removal of Financial Reports from the Consent Agenda. Motion made by Director Brehm, seconded by Director McClure. All Directors present voted in favor. Motion carried.

Motion # 03-07-02 -- Approval of consent agenda as amended. Motion made by Director McClure, seconded by Director Cochran. All Directors present voted in favor. Motion carried.

President McClure advised that the financial reports continue to be a work in progress as the first six months of the current year reporting for the gift shop is not complete. Both Dan Brady, Treasurer and Susan , bookkeeper will be at the next meeting to discuss the financials.

Director Holmes questioned how the endowment fund was currently distributed. President McClure recommended this be directed to Mr. Brady at the next meeting.

Closed Session – Moved to the beginning of the meeting due to Director Vicknair's time restrictions. President McClure advised a report was given regarding on-going legal issues, no action was taken. Board approved in concept the sale of a certain piece of deaccessioned equipment and provided consensus direction to the President to pursue a contract for same to be brought before the Board. A report was given regarding a proposed trade of equipment and that trade was given consensus approval pending acceptance of the other party to same. The Board will provide additional detail at the next Board Meeting.

Old Business

No old business was addressed.

New Business

Safety Issues/Policy and Procedure

Director Cochran advised that over the last several months, several safety issues have been identified and everyone needs to be more conscious to mitigating. He provided copies of the Society's Health and Safety Program, and the Code of Safe Practices, both adopted in 2000. Several examples he provided included blue flag violations (working on equipment without blue flags), potholes (tripping hazards), oil on diesel shop floor, lack of respect for the fire lane on the north side of the diesel shop, expired dates on all fire extinguishers and extension cords strung without visual protections. He has made a point of educating the operating crews to make concerted efforts at safety and asked that everyone else do the same. John Walker advised he was in full agreement with Director Cochran's assessment and recommendation. He also advised that there are printed signs warning of unsafe equipment signs that can easily be attached to any piece of equipment quickly.

Good of the Order

President's Report

President McClure was pleased to announce that we have already begun to see some big changes around the facility due to the efforts of our new Museum Manager, John Walker.

President McClure advised he will have a draft ready for the Truckee Days Event at the next meeting. He advised the event organizers have negotiated a separate contract to help compensate him and Steve Habeck as they donate their time moving the equipment over the UP rails.

He also reported he has been attending Portola Railroad Days Committee Meetings and they have worked up a tentative schedule. The Society is looking to have model railroads, live bands, a beer/wine cooler concession, and a wine/food event. The Committee was looking for a recommendation for a joint Grand Marshall for the parade and the general consensus was to recommend Director Holmes, which he said he would be willing to do.

Discussion ensued regarding the Railroad Days Committee and their request that we share profits from our new events with the committee for the purposes of advertising and future Railroad Days events. President McClure said he was going to investigate what other organizations and local merchants were being asked to do before any decisions were made. He also reminded everyone that we will need a lot of volunteers to cover all of the areas that we will be presenting. Name badges are to be worn by all volunteers at all times during operating hours.

President McClure advised that all donor checks have been accounted for with respect to the purchase of the WP 705. He will be sending a check to OmniTrax in the next week. Once details regarding movement have been arranged, the locomotive will be moved. He had a memorandum of agreement drafted for all donors to sign.

He reported that John Walker's employment contract has been completed. The Board was present when Mr. Walker signed the contract.

An offer was received regarding a Booth at the Annual Las Vegas Sportsman, RV, Boat and Travel Show. The cost for the booth was reported as \$600. He said he would look into the details further. Director Holmes reported he has participated in similar events in the past without a notable benefit to the Society.

President McClure advised that the Society has been offered for donation a pair of 1961 White Freightliner tractors and wanted to know if the Board was interested in entertaining the donation. At the request of the Board, he said he would speak with Scott Franklin about the restoration/operating cost vs. the benefits involved and report back.

He reminded the Board there is a work weekend coming up in August and he would like to see the frog at Milward Switch replaced.

President McClure asked that the Board respond to a question posed by the Election Committee: Should the candidates have to pay for the second round of printing Candidate Statements for the second mailing. Consensus direction from the Board was that they should not.

Director's Reports

Director McClure reported that a grant was submitted in support of restoration of the Pullman Troop Sleeper. The Society was awarded \$1,800 from the National Railway Historical Society toward this project and was one of 18 from a total of 59 applications that was funded. She also told the Board that she and Director Brehm continue to work on the planning stages for Railfan Photographer's Day and have commitments from 7 well known and respected rail authors to be there and will begin advertising efforts in the coming weeks.

Director Brehm announced that once again, he has found himself without enough information to properly fill The Train Sheet with information and updates about what is going on with the Society and at the facility. Rather than delay publication again, he will be sending it out with blank columns. President McClure requested once again that everyone make a concerted effort to get information to Frank by established deadlines so that we can keep the membership informed. On a different note, he reported he had

been in contact with a group that was doing a display of the port area of Oakland. They were looking for a picture of the Las Plumas, which Director Brehm did request.

Director Vicknair reported that the City of Modesto purchased the Tidewater Southern caboose previously discussed for possible acquisition. He also advised that the organizers of Truckee Railroad Days would be advertising an excursion from Oakland-Truckee-Oakland and the Society will receive a portion of the profits from this excursion. The Silver Solarium, The Royal Gorge and The Plaza Santa Fe may be included in the consist.

Director Stiles advised that he had purchased shelving from State Surplus to be installed in storage boxcars for the purposes of organizing and cataloguing maintenance equipment and parts. He wanted to thank John Walker, Doug Morgan, Dave Andersen, Kerry Cochran, and Ken Roller for helping to unload these items.

Department Reports

Facilities – Director Vicknair had provided a written report summarizing the facilities work done recently. He further advised that the glass replacement work was in progress with the lower level glass completed and the upper level glass to be done shortly. Director Vicknair also provided a written report regarding ADA compliance recommendations. Discussion ensued with regard to immediate funding needs and work to be done. He will talk with contractors to obtain estimates and will present a proposal for action at the next Board meeting.

Museum Manager – John Walker formally thanked the board for the vote of confidence and opportunity to better the Society and Museum. He has been doing a lot of listening, learning and observing to see what needs to change and what doesn't. He thanked Director Holmes, Hap Manit, Gordon Wollesen, Ken Iverson, Doug Morgan and all of those individuals who set the stage for his position and where the facility is today.

He also wanted to recognize Jan Breitwieser for the changes she instituted in the gift shop. She had great vision in moving the gift shop into the Beanery and did very well stocking gift items. He asked that the Board consider a letter of commendation for her work in this area. He said she has been very patient and helpful helping him to acclimate to the gift shop duties.

He advised issues that are of greatest concern to him at this time surround deficiencies in the infrastructure – condition of the building primary among these. A second issue is security and he addresses several instances where unattended visitors had placed themselves in dangerous situations. He asked that the gates be closed at normal closing time and that the Board and Department Heads be attentive to this.

In his clean up efforts, he has discovered a number of material items placed away and apparently forgotten including tools, equipment parts, paint, and saleable merchandise.

Scheduling of the RALs is now being done in the gift shop. He reported there had been four unannounced walk-ins in 10 days and thanked Jack Zygnier and Lew Barnard for assisting all of them. He also advised the Board that Mr. Zygnier puts his tips back in the donation box.

Mr. Walker reported that there will be changes coming in the gift shop with respect to procedures, stock and accounting. He complimented Linda Knudsen for her work in the gift shop and in feeding the crews.

Maintenance – Director Holmes asked for an update regarding the maintenance of the equipment. President McClure asked that Director Stiles and Director Holmes meet at a later time to go over the reports and information. Director Cochran asked why WP 707 was not in service. Discussion ensued regarding direction and proper use of the locomotive. Director Stiles will meet with Director Cochran and work up a set of directives regarding same.

President McClure advised the Board that we are down to 7 sets locomotive batteries. Through Director Vicknair, they have identified a source of used batteries and asked for authorization to purchase three sets. Director Stiles reported monies were identified in his budget for batteries. Further discussion regarding purchase of batteries continued. It was determined that three sets of used batteries would cost approximately the same as one set of new and because it was budgeted, and approved by the CMO, President McClure was directed to proceed with the purchase.

Historical Society – Thom Anderson reported to the Board regarding the WPRHS 2003 Convention. There were 112 attendees at the Convention and 87 individuals at the banquet. There were some initial communication issues that were worked through. The vendors seemed happy with the venue. Projected profit for the event was \$700 and the raffle brought in an additional \$1,000. They have struggled with the raffle prizes as it has become increasingly difficult to obtain donations of quality items from manufacturers and retailers. Steve Hayes has obtained prints and paintings of a variety of items for high-end raffles. Rich Forst donated a print of the dust jacket painting from John Ryczkowski's book "WP Pictorial". The donation was made at the 2002 convention and was raffled this year. Ed Delozier, a member from Colorado, has donated a couple of prints with a variety of locomotives from different roads converging on Stockton Tower for next year's auction. The convention will be held in Reno, Nevada in 2004.

He reported that the Historical Society's website has been down since last year, but will be back up by the end of the month. He also advised that the next issue of The Headlight should be at the printer next month.

John Walker mentioned that the Cotton Belt archives car is packed. He has transported 40-50 boxes up to Portola so far this year.

Director McClure commented that as a first time participant at the convention, both as a Board member and as a member in general, she applauded all those individuals who obviously worked hard and put it all together. She said she had a great time, was sorry to have missed the event in the past, and was looking forward to attending next year. She asked that Mr. Anderson pass her remarks back to all those involved. He said it was gratifying to the Historical Society representatives to have so many members of the Board in attendance as there were.

Committee Reports

Election Committee – No report.

Portola Railroad Days 2003 – No report

Truckee Railroad Days 2003 – No report.

Legal Counsel Report

No legal counsel report.

Status of Surplus Property Report

No status of surplus property report.

Other

Nothing further.

Adjourn

Meeting adjourned at 8:50 p.m.

Next meeting: Saturday, August 2, 2002

Location: PRM, Old Gift Shop

Portola, CA

Respectively Submitted

Gail A. McClure