

MINUTES
Board of Director's Meeting
4th Division, PNR, NMRA
February 26, 2011

Attendees: Dennis Hill, Superintendent; James Byerley, Asst. Superintendent; Sherman Stevens, Treasurer; Ken Liesse, Secretary Pro Tem; Ethan "Stu" Rogers, Director; Al Lowe, Director; Frank Dekker, proxy for JJ Johnston; Ed Liesse, Education Chair; Rob Jones, Membership Chair; John Salzetti; Dave Liesse

Supt. Dennis Hill called the meeting to order at 1:01 p.m.

There was a quorum for the meeting.

It was determined that there was not a quorum for the BOD meeting held on December 4, 2010. Therefore, business conducted at that meeting was not binding and had to be revisited. The minutes for that meeting were reread and accepted with the following revisions:

In regards to Cascade International, 4D does not owe PNR \$360 for 30 additional attendees who didn't actually materialize and that no monies would be paid to PNR.

A motion was made and seconded to accept the treasurer's report from the previous meeting.

All other business pertained in the minutes for the previous meeting were approved.

John Salzetti presented the Board with two cost estimates for retrofitting the brakes on the Hi-Railers trailer. Since we have done business with both firms, the lower of the two was chosen. Motioned/seconded/approved (Stu, Jim) to cut a check for \$574.70 to cover this expense.

Frank Dekker reported that the Pacific Science Show went well. An informal statement of attendance showed over 22,000 visitors for the three days (past average attendance had been around 16,000). The contract for this year's show did not include a per head payment to 4D above a set attendance figure, so we only received the monies laid out in the contract. Frank suggested that he and Jeff Moorman and Rob Jones should meet with PSC in either summer or early fall to try to get that clause back into our contract. John Salzetti volunteered to help Frank with these efforts.

Other items from the PSC Show:

- Frank would like to get our own P.R. out for the show in advance of the timeframe PSC uses for their P.R. There was discussion on whether PSC could get their posters out earlier.
- A question was raised about people volunteering to help at the show and then not doing anything. Frank indicated this didn't appear to be a problem.
- There was much discussion about placement of the membership booth and the use of smoke by the Hi-Railers group. Neither item required action, but it was recommended that the committee look into possibly moving the membership booth or actually having more than one booth at the show.
- Dynamics of the show were also discussed. 4D needs to make sure that we're the vendor of choice for this show.

- Frank also pointed out the need for more “hands-on” activities for the public. More of this would create more interest in possibly joining NMRA. Everyone acknowledged that a lot of that has to do with the space we get from the PSC.

A motion was made, seconded and approved to commend Frank, Jeff, Rob and all the volunteers for a job well done.

Rob Jones reported that Cascade International was indeed over. Sherm Stevens moved (Stu Rogers seconded) to close the Cascade International account and put the money in the 4D general fund. During discussion, Rob stated he would rather see the monies allocated to specific accounts. After the discussion, the motion was approved as moved.

Sherm presented the Treasurer’s Report that showed the Division to be in fine shape financially. The report he presented was cut off at December 31st as this was the report he would be using for the division’s 990 filing with the IRS. Sherm also indicated that our payment from the PSC Show had been included. He wishes to move \$20K from our Money Market Account to our Certificate of Deposit and lengthen the term of the CD.

Sherm further indicated that according to our current By-laws, he is supposed to be bonded, and he volunteered to get that bond at a cost to the division of about \$600. This was tabled pending an upcoming revision of the By-laws.

Stu moved and Jim seconded to accept the Treasurer’s report. Motion carried.

Sherm stated that according to the By-laws, the division’s finances are to be kept on an accrual basis when they are actually run on a cash basis. Further action was not warranted as this may also be addressed with the By-laws revision.

Al brought up the issue of the N-Scale Group needing another trailer, due to the overwhelming growth in the group. The group wishes to purchase another trailer so they could have one available for group activities in both ends of the division. An estimate for a new trailer was requested from the group to be presented at the next Board meeting.

Dennis indicated that insurance for all of the 4D trailers had been approved in the past, but never acted on. He will follow up with Jenny Hendricks at NMRA HQ to see about coverage through the NMRA.

Rob asked about the feasibility of creating another N-Scale group. After discussion, it was determined that this was an internal item for the group and didn’t require any Board action.

Frank asked if there was a chance the modular groups could rent a facility for a week during the summer to have a big operations session/learning opportunity. No action was taken.

Ed asked about the procedures manuals the modular groups were asked to provide several years ago. Frank indicated the HO group’s manual was an on going work. No further action was indicated.

Dennis has received a complaint about the Grab Iron as a blog and that there was no printed copy. Al said he had also received a couple of complaints and Ken stated two had shown up in the 4D PO box. Dennis also recalled a motion from last year to review the possibility of having a printed copy of the Grab Iron. It was suggested that Al prepare a newsletter containing links to applicable blog items. Dave indicated that the NMRA only requires ballots to be mailed to members. Further discussion revolved around whether a quarterly publication would be sufficient. An action item was suggested that all members of the Board reach out to members who complain to find out what they would like to see in a printed copy and how much they would be willing to pay for it. A motion was made, seconded (Sherm,

Stu) and approved for AI to send out an email to all members of the 4D for who we have addresses to highlight what's in the Grab Iron blog.

Ken brought the Board up to date on an ongoing project to update and revise the By-laws of the division. Dave was introduced as the author of a new Executive Handbook for the division. Dave ran over some of the highlights of the new handbook, which separates the old By-laws into three areas: By-laws, Policies, and Procedures. By-laws would require approval by the membership, policies would require Board approval, and procedures only show how different functions should be performed. Board members were all given a copy of the new handbook and are requested to bring questions, suggestions, and ideas on the document to the next meeting.

Dennis indicated that nominations for three Board positions were due by March 1st. The positions open are Assistant Superintendent, Director Position 1 and Director Position 3. With their consent, Dennis appointed Ken (Chair), Ed and Dave to serve as the Nominating Committee for this year. Statements by candidates need to be published by April 1st. Since we were out of compliance with the By-laws on the timeline, a motion was seconded (Jim, Stu) and approved to extend the deadline for nominations to March 31st, 2011. Dennis will also appoint a Ballot Committee no later than March 31st.

Membership report – we gained members at both the PSC and Monroe UNW shows. Much discussion followed on changes to our tri-fold brochure to change the contact information on the back page to point to the 4D website. AI will modify the info to reflect current contacts with a disclaimer that those contacts are subject to change. Stu suggested notices of upcoming shows be sent to local media outlets. This recommendation should also be sent to all of the local clinics for their own use. Division events can also be published in the model railroading press.

Ed talked about getting members signed up and retaining those same members. He had numbers from National to back up the assertion that we are not doing as good a job at retention. Dennis talked about people who have signed up at our functions and have never gotten anything from National. It was determined that this was probably a local problem and not necessarily caused by National.

Stu indicated that he is about out of space at his home to house the 4D video library and also said that due to a hot water heater problem, he would have to get the library out of his house. He suggested looking into a storage unit as a new home for the library. A motion was seconded (AI, Sherm) and approved to authorize Stu to find suitable temporary storage for the video library, with a permanent storage solution to be determined by the August 11th, 2011 Board meeting.

AI inquired about the loss incurred by one of our members at the UNW show and whether or not it would be covered by NMRA insurance. More information needs to be gathered and Dennis will follow up with Jenny Hendricks at NMRA HQ. Carried to the next meeting.

The meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Ken Liesse
Secretary Pro Tem