

Train Mountain Railroad Board of Directors Meeting

April 10, 2013

Location: Telephone Conference Meeting

1. Meeting called to order at 7:03 pm.

Present: Jim Armstrong, President; Dennis Ward, Treasurer; Chuck Barnes, Secretary; Jerry Crane; Tom Watson; and, John Black (RRI)

Absent: None

Others in attendance: Jeff Pape

2. Special Committee Reports:

a. **Membership Database, Dale Furseth** – No report. Jim received a short email for Dale reporting no change in status. Jim verbally shared the email content with the Board.

b. **Social Media Development, Chris Donhost** – Chris was not able to attend the meeting but sent a short email report. The Board had no comments regarding the report. A copy of the report is attached to and made a part of the minutes.

Recurring Business:

3. **Secretary's Report, Chuck Barnes** – There were no comments or corrections regarding the March 6, 2013, minutes that had been emailed to the Board. Motion: Approve the March 6, 2013, Board minutes as submitted. Watson/Crane. Approved 5-0.

4. **Treasurer's Report, Dennis Ward** – The January thru March income was \$11,940.29 (\$8,695.00 in memberships) and the expenses were \$8,717.51. The balance is \$3,222.78. Dennis will email the Board members a copy of the Profit & Loss report. The Board had no comments regarding the Treasurer's Report. A copy of the Profit & Loss report is attached to and made a part of the minutes.

Dennis will email a complete TMRR membership roster to the Board members. The roster published on the TMRR web site does not contain a member's membership level or list the members who requested their name and/or personal information not be listed. The complete roster will contain that information. The secretary will keep a current copy of the complete TMRR membership roster.

5. Status Reports From Management:

a. **Friends and RRI, John Black** – (i) IRS Status. The IRS asked Friends for additional information and it has been submitted. (ii) Track Closure Status. No additional information to report.

b. **Facilities, Jerry Crane** – Three prototype handrails have been constructed. The funding came from the custodial account. During the Kitsap workweek the handrails will be tested. If they work satisfactorily, the balance of the handrails

will be built and installed during the Narrow Gauge workweek (5/4 – 5/9). During the design and construction of the handrails Jerry decided wedge anchors should be used for the installation. They wedge anchors will eliminate the need to drill mounting holes and grout the pipes. It will be easier to remove the handrails if that ever becomes necessary. There will be no sales tax if the wedge anchors are ordered in Oregon. Jerry will provide the part numbers and Tom will place the order. The Board agreed that the new handrails should be painted the same color as the existing handrails.

c. **I.T., Tom Watson** – The Board reviewed and discussed Tom’s April 2013 I.T. report that had been emailed to the Board members. There were no suggested corrections or additions. A copy of the I.T. report is attached to and made a part of the minutes.

6. Status Reports From Standing and Special Committees

a. **Communications Coordinator, Russ Wood** – No report. Russ was not able to attend the Board meeting.

b. **Museum and Store Coordinator, Steve Panzik** – No report. Steve was not able to attend the Board meeting.

c. **Projects Coordinator, Russ Wood and Jeff Pape** – No report.

d. **Containerville Coordinator, Chuck Barnes** – Chuck will meet with Bill Dobbs during the Kitsap work week to determine how many track panels and switches will be needed at Containerville. They will also determine how many track panels will be available from the Hairpin track project. Chuck and Bill will also discuss the roll-up doors that will be needed at Containerville. Chuck and Jerry will discuss a drainage issue and power needs at Containerville. A review of the access track layout plan will be conducted. Chuck will submit a report to the Board outlining his findings.

Old Business:

7. **Social Media Content Coordinator, Jim Armstrong** – There has been no response to the request for a coordinator. Sabra and Jim Rickman have not responded to Jim’s email regarding the coordinator position. Chris Donhost has volunteered to teach the coordinator how to upload data into the social media programs. It is not necessary for the coordinator to live in the Chiloquin area.

8. **Work Projects for Volunteers at Upcoming Meets, John Black** – A spreadsheet of the 2013 TM Work Program and a list of tasks assigned to Raven, Dustin & Richard was submitted to the Board. After review and discussion the Board suggested no additional tasks. A copy of both are attached to and made a part of the minutes. The Board supported the Hairpin to Bottleneck Crossing grading and track replacement project as being the top priority track rehabilitation project. The Board also supported the Aspen Grove cleanup project at being a top priority project. The wood will be taken to 6 Acre Campground so people can haul it away for firewood.

9. **On-Site Resident at TM, Jim Armstrong** – Jim’s draft “Proposal For On-Site Resident at Train Mountain” is attached to and made a part of the minutes. The

“loft” has been rented for the Operations Meet and the Addington wedding. This item was continued to the May meeting.

10. **Other Old Business** – None.

New Business:

11. **Rail Bike Rules, Training, & Administration, John Black** – Tom has posted a You Tube showing the prototype rail bike that has been built. The Board recommended that 12 rail bikes be built. Several storage locations (Market Building, flatbed trailer, outside the carpentry shop) were discussed, but no location was chosen. Rental rules, rental rates, and required safety equipment were discussed. Several Board members recommended that helmets and gloves be required safety equipment. It was recommended that the renter be required to receive safety instructions (video, lecture and/or handout) prior to renting a rail bike. Taking an open book test and keeping it with the rental agreement was also suggested. The Board did not reach any decision on this matter. The Board members are to send their safety suggestions to Tom prior to April 26th. The safety issues and rental rate will be discussed at the May 8th Board meeting.

12. **Camping Area Policy Discussion and Decision, Jim Armstrong** – Tom’s comments are attached to and made a part of the minutes. The amounts to be paid and how much volunteer work will be required before the charges are waived need to be determined. Continued to May 8th Board meeting.

13. **Other New Business** – Jerry said it has been suggested that a wood burning stove be installed in the back shop to reduce the amount of propane being used. In Klamath County a wood burning stove must be EPA approved and installed by a certified installer. A new stove costs around \$650.00. It was suggested that we keep an eye out for one being sold at a reasonable price.

14. **Next scheduled Board meeting.** Wednesday, May 8, 2013 at 3:00 pm (Pacific Time) was set as the day and time. The meeting will be held at Train Mountain.

15. **Adjournment** – Motion: To adjourn. Watson/Crane. Approved 5-0. Meeting adjourned at 8:40 pm.

The minutes were taken and submitted by Chuck Barnes, Secretary. The TMRR Board approved the minutes on _____.