

## **Train Mountain Railroad Board of Directors Meeting**

July 31, 2013

Location: Train Mountain, 36941 South Chiloquin Rd., Chiloquin, OR

### **1. Meeting called to order at 3:05 pm.**

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

Absent: None

Others in attendance: Richard Cox, Boyd Butler and Jeff Pape (telephone)

### **Recurring Business:**

#### **2. What is New and Important to Know at Train Mountain?**

a. Facilities Update Report – i) A dead tree near Central Station has been removed. ii) Jerry has finished the Train Mountain Drinking Water Operations & Maintenance Manual and the Train Mountain Drinking Water Emergency Response Plan. He will submit them to the Klamath County Department of Public Health for their review and approval. iii) New footings for the existing retaining walls at Rio Grande tunnel have been formed. Concrete will be poured during the September workweek. All the other retaining walls are OK. iv) A building permit will be required for the new Hall of Flags doors. Jerry will prepare and submit the needed drawings and details to the County.

b. Volunteer Projects for August Meet. The Board discussed and supported the projects.

c. Disputed Equipment – The disputed equipment issue has not been resolved at this time. Ross has not responded to Justin Throne's letter. There are no known issues with Greg Peterson. Sharon's claim is more complex since it is difficult to determine what equipment Quinton purchased with his personal money. If he used his money the equipment would go to his estate and the IRS would most likely get it. One solution may be to dedicate some of Quinton's equipment for Sharon's none exclusive use at no fee.

d. North Portal Gates – There has been no resolution. A property swap was proposed to Fred and he did not reject the concept. Art Cummings has been retained to negotiate with Fred.

2a. Motion to approve the June 26, 2013, TMRR Board minutes and the June 28, 2013, Town Hall minutes. Ward/Crane. Approved 5-0. The Board felt it would be beneficial to the members if the TMRR Board minutes and the Town Hall minutes were posted on the web site. Chuck will email copies of all the past minutes to Tom and he will post them on the web site. The minutes of TMRR Executive Board meetings will not be posted on the web site.

## **Old Business:**

### **3. What Unresolved Old Business Needs to be Resolved During this Board Meeting?**

- a. Approval of Life Membership Policy & Statement Document – The Board approved the Life Membership Policy via an email vote. The Policy will be published in the Gazette.
- b. Improvement in Audio for Town Hall Phone Conference – A working PA system is needed to hear questions from the audience. Tom was given the approval to review the existing system and purchase any needed items.
- c. Other – i) A UPC scanning cash register has been purchased for the store. This will help track the items being sold. ii) John and Dennis are working on the financial issues involved with the transition from the custodian of TM to the owner of TM. iii) TMRR's 501c7 application has been sent to the IRS and a letter of receipt (dated June 19, 2013) has been received. iv) Jerry will meet with Adkins Engineering on 8/1/13 to review the sewer system design for Central Station.

## **New Business:**

**4. Jim's Announcement.** Due to increased personal commitments, Jim Armstrong resigned as TMRR President effective at the end of the July 31, 2013 Board meeting. The Board accepted Jim's resignation and thanked him for all the valuable work he has done. Motion to elect Tom Watson President, effective at the end of the July 31, 2013, Board meeting. Crane/Ward. Approved 4-0 (Jim did not vote).

**4a. Expanding the Board.** The Board should consider adding additional Board members. This issue will be presented at the Town Hall meeting and request any suggested names be forwarded to the Board.

**5. Schedule for Keeping a Cash Reserve of 1 Quarter's expenses.** John and Dennis are working on a plan to establish a cash reserve for 1 Quarter.

### **6. Calendar and Events Schedule for 2014.**

- a. Finalize Meets/Events Schedule for Next Year. Motion to move the Narrow Gauge Meet (workweek: May 24 thru May 29, Meet: May 30 thru June 1) and hold a Spring Awakening Meet (workweek: May 3 thru 8, Meet May 9 thru May 11). Crane/Ward. Approved 5-0.
- b. Are We Accepting Mike's Offer to Produce a TM Calendar for 2014? After some discussion this item was tabled.

**7. September Big Build Planning and Coordination.** John discussed the items included in the Big Build. i) Finish the concrete work for the retaining walls at the Rio Grande tunnel. ii) Remove the track panels from Carl's property and move them to TM. iii) Remove the logs from Aspen Grove and make them available to TM members for firewood. iv) A road crossing at Aspen Grove loop will be installed. v) Make improvements at Cooper to facilitate a track connection to the Dobbs property. vi) Air vents in Containers 11 thru 20 at Containerville will

be installed. vii) Ballast Ward to Hope. viii) All the handrails are not finished (need around 100) so the installation will be finished next spring. ix) Adkins Engineering is redesigning the foundation blocks for Containerville, so the installation of the blocks will be next spring.

**8. Docent Program (Offers and Volunteer).**

Jim and Sabra Rickman have offered to help and Leonard Houpt has expressed interest in helping. Frank Bartholomew has offered to help develop an outline for the docents to use. It would be helpful if they all could get together and develop the docent manual. The Docent Program Coordinator could become a Board level position.

**9. Backshop Clean Up and Tool Coordination.**

Boyd Butler told the Board that people using the Backshop are not cleaning their work area when they are finished. In addition tools are not being returned to their proper location. Boyd volunteered to do what he can to keep the Backshop clean and tools returned to their proper location. Boyd stated a new 6" belt sander is needed and covers should be installed over the thermostats. The Board authorized \$500.00 for Backshop supplies.

**9a. Backshop Track Rental.** Motion to set the track rental rates at \$0.35 per foot per month (\$4.20 per foot per year) for non-elevated track and \$0.50 per foot per month (\$6.00 per foot per year) for elevated track. Ward/Barnes. Approved. 5-0.

**10. John Lovely's Suggestions for TM's Rules of the Road.** John's suggestions were noted. No action taken.

**11. Progress on Boiler Inspection Project.** The State of Oregon requires an annual inspection of all boilers with an operating pressure exceeding 100 psi. Changing the Oregon Law seems to be a low priority to the legislature and may be a challenge to obtain legislative support to get the law changed. New Jersey and Pennsylvania are the only states that allow self-inspections.

**12. Update and Prioritization of Strategic Plan Via White Board Exercise.** No action taken. Item was tabled.

**13. Topics for Friday's Town Hall Meeting.** Backshop clean up and tool organization, 2014 calendar of TM events, and the September big build will be discussed.

**14. Other New Business.** None.

**15. Next scheduled Board meeting.** Wednesday, September 4, 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 the Board meeting. Ward/Barnes.  
Approved 5-0. Meeting adjourned at 5:28 pm.

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