



**COAST DIVISION  
PACIFIC COAST REGION  
NATIONAL MODEL RAILROAD ASSOCIATION**

**BOARD OF OPERATIONS (BOO) MINUTES**

**Date: October 19, 2009**

**Time: 7:30 pm**

**Place: San Leandro Historical Railway Society  
1302 Orchard Ave.  
San Leandro, CA 94577**

**1) Call to Order By Superintendent Mark Schutzer at 7:31 pm.**

In attendance: Mark Schutzer, Darrell Dennis, Pat La Torres, Bob Ferguson, Rod Smith, John Marshall, Bill Swindell, Dave Connery, Rod Smith

**2) Introduction of Guests/Guest Business:** No guests.

**3) Approval of Minutes of previous Board Meeting:** Minutes approved as previously distributed and published online.

**4) Announcements:** No announcements

**Executive Reports**

**a) Superintendent: Mark Schutzer** (Written copy of Mark's report attached)

BOO Minutes: Mark solicited comments on how the new "minutes approved via email" system went. Everyone seemed to think it worked well enough, except for Darrell who was aware of numerous errors he submitted.

Convention Items: Bob said that he had not contacted Tom Blinn concerning the bank account. Coast Division has not received a surplus split from the 2009 PCR Convention. There are no further open issues concerning the convention, and that Tom Crawford has posted a comprehensive post-convention report online.

Volunteerism: We need more help at the meets to help Darrell with guests and first timers. Darrell said that his Registration Desk duties, helping Ted had prevented him from doing a lot of 'hosting' of guests/first timers, but several members had stepped up and supported that effort. We will pass the word for others to help on an as needed basis. Mark is still looking for help with the TimeSaver Switching Contest, since Dave Loveless cannot make every meet. Open discussion of some membership recruitment and retention ideas; Pat said that there has been a Yahoo group discussion on building a small layout at GTE or other events, and giving it away or perhaps a raffle. No action was taken.

Meeting Sites: There was a discussion on meeting sites, with confirmation that the next two meets were as advertised. The Certificate of Insurance will be available in late November and Mark will contact NMRA HQ or Ron Plies to get a copy to be forwarded to Don Short for Buchser School.

**b) Chief Clerk: Darrell Dennis:** John Sing asked that a place in the Committee Reports be added for Webmaster. It is listed now as item **g) xii).**

**c) Paymaster: Bob Ferguson:** Income \$1,624.69, Expenses \$1,419.90. Net Income \$204.79. The convention monies are still an open item and are not included in these totals.

**d) Director: Rod Smith:** The PCR Board will meet October 24<sup>th</sup> 2009, in conjunction with the Silver Rails Convention meeting at the Nugget in Sparks, NV. If anyone wanted something to be brought up please advise Rod. One subject on the table will be lengthier data cables between the computer and projectors for clinics.

## 5) Standing Committee Reports

a) **Auction: John Marshall** - John reported that the last Coast Meet auction ran well, but was understaffed. We need to find help in this area also. A lengthy discussion was held concerning the auction numbers for brass items, and or high value items. A vote was taken; leave it as it is now or make a change in the numbering of the brass items. The vote was 4 to 2 to leave it as it is now, brass items will continued to be numbered 1 through 25.

b) **Auction Accounting: Bill Swindell** – Bill noted a higher than usual number of buyers wanting no-bid items during the auction, causing delays. The Fee will be modified to be \$1.00 for all minimum bid amounts under \$10.00, then 10% for all amounts over \$10.00 and over. (Bill noted that the minimum bid for any item was \$1.00). Bill moved that the entire “no-bid fee” be retained by the Division and not added to the sellers payment. After discussion both motions passed unanimously.

c) **Clinics at Meet: John Marshall** – (John revised his report via email.) The December Meet will be John Sing “Photographing Railroad Models” at 10am, and Dave Tadlock will present "In the Roundhouse at Railtown"

d) **Editor – Coast Dispatcher: Tom Crawford** - No report

e) **Meeting Sites: Steve Wesolowski** – Steve’s agenda items are attached. Bill and Bob requested that the Coast Meet scheduled usually for June 6, 2010 be move one week to June 13, 2010. Motion was tentatively passed unanimously pending the availability of the CHM. Mark is following up with Steve Wesolowski and Jim Manley to confirm the CHM availability on June 13<sup>th</sup>.

f) **Registration: Ted Stephens** - No report

g) **Call For Reports from Other Committees:**

i) **Achievement: Kermit Paul** - No report

ii) **Model Contest: John Sing** - Emailed report

iii) **Photo Contest: Keith Wandry** - No report

- iv) **Switching Contest: Mark Schutzer** Still looking for additional Volunteers
  - v) **Layout Tours: Dave Parks** - No report
  - vi) **Membership: Darrell Dennis** – Darrell noted thanks for the membership table volunteers at the recent GTE show: Stanley Keiser, Patrick LaTorres, Darrell Dennis, Don Stewart, James Eckman, Chuck Mitchell, Ronnie LaTorres, Steve Wesolowski.
  - vii) **Nominations: Dave Connery** –Nominations for Coast Director to PCR will be announced and taken at the next meet, with ballots sent in January-February issue of the Branch Line.
  - viii) **Publicity: Steve Wesolowski:** Steve’s agenda items are attachment #2.
  - ix) **Quartermaster: John Marshall** - No report
  - x) **Roundtable Facilitator: Jerry Littlefield** - No report
  - xi) **Ad hoc Committees**
  - xii) **Webmaster: John Sing** - Emailed report, attachment #3
- 6) **Old Business:**
- 7) **New Business: Steven Wesolowski requested reimbursement for parking at the GTE show of \$15.00. Motion passed unanimously.**
- 8) **Next Meeting:**
- January 11, 2010 at 7:30 PM at the:  
San Leandro Historical Railway Society  
1302 Orchard Ave. San Leandro, CA 94577**
- 9) **Adjournment: 8:45pm by Mark Schutzer**

**Attachment #1 Mark Schutzer's meeting submission:****BOO Minutes**

- Thoughts on how the email approval worked for the minutes from the last meeting.
- Is everyone happy with how the approval went?

**Convention Items**

- Discuss the resolution of the Coast convention bank account. Have Bob and Dennis resolved this?
- Any other open issues from the last convention?

**Volunteerism**

- In the area of Membership I would like some ideas as to how to recruit a few volunteers to help Darrell host new members and guests at the division meets.
- I'm still looking for volunteer or two to take over the Timesaver. Dave Loveless said he is willing to help but he does not make it to every Coast meet so we need a couple of people so that we can always have it covered. Any thoughts on who would make another good volunteer?
- Open discussion of some of the membership recruitment and retention ideas on the Yahoo "regions and divisions" group. Does the group think there are any new ideas we can use in Coast?

**Meeting Sites**

- We need to figure out how to verify the information going into the Branchline as there have been a couple of instances of the wrong meeting site being published.
- Current site status for the next two meets?
- I need to provide proof of liability insurance to Don Shortt in January for the school.

**Financial**

- Any unusual expenses expected in the next 3 months that warrant discussion at the Board?

**Attachment #2 Steve Wesolowski's submission:****Page 1**

Dear Coast BOO members:

Because of a stupid Flu I picked up about 10/6 in France, I've been coughing for 13 days, until this AM (YEAH!), but I will not attend tonight and risk sharing this lovely flu with you. (You are Welcome!)

Instead of my hacking presence, here's my written report, since I'm now capable of writing one:

A) Non-specific Agenda Items:

#1: Attached is my December Coast Meeting Flyer we/i handed out at the Santa Clara County GTE show last month & will hand out at the Pleasanton GTE Show next month on Thanksgiving weekend, unless someone tells me before the Pleasanton GTE show what clinics besides Jerry Littlefield's will be at December's meet? After I know this, I will revise the PDF file and resend it to you all again, and urge you all to place some in your local/neighborhood Model Train retail stores.

B) Agenda Items:

6,e) Meeting Sites:

As far as we know, the CHM is available for our December 6th and June 6th, 2010 Meetings. With CHM's year long major renovation going on and the continued recession, there should be no Holiday Parties or other events willing to pay enough to bump Coast Division out of CHM those two Sundays. Thankfully, our CHM contact, Jim Manley, has secured employment and a PHD program in Monterey, so Jim should be around awhile.

Don Shortt also enjoys good relations with Buchser School, so we should be OK for March 7th, 2010: I assume that is the right date.

We all still need to keep our eyes and ears open for new/alternative meeting sites; having at least one Coast meeting per year on the Peninsula and one in the East Bay would be nice for some members & we still have no contingencies if something were to happen to our CHM or Buchser contacts.

6,g,viii) Publicity

GTE Shows

Although this is a Membership Recruiting and not a Publicity Function, I believe we had an upbeat & fairly successful information table set up at the Santa Clara County Fairgrounds GTE show last month. I know Darrell Dennis, Pat and Ronnie LaTorres, Chuck Mitchell, Jim Eckman, Don Stewart, Stanley Keiser and I had fun meeting new people and may have recruited a couple new Coast Division members. I want to thank all of our Volunteers! I have always set a minimum of 3 volunteers per day in order to participate, and we have had enough these last few GTE shows, but we could always use one or more new volunteers-- it's

**Attachment #2 Steve Wesolowski's submission:****Page 2**

been close more often than it used to be.

The TimeSaver was/is always popular, although I heard i need to do some work on one of the couplers.

I still have enough free train magazines to give away in Pleasanton.

Of Course, I'm still hoping someone else wants to take over the logistics of organizing volunteers, storing and transporting display materials and membership handouts to these shows, but I identified myself as the Coast Division Volunteer Contact to the GTE show organizer at the last show, so they would have a current local contact.

I always notice some people attend Coast shows from outside the Coast Division. It would help to have any info handouts from neighboring divisions to give to these visitors so they can contact local PCR/NMRA contacts when they get home. Visitors from RED, Daylight & Sierra Divisions most often come to Coast shows.

Darrell suggested I submit my \$15 Parking Expense for the last GTE show: Is this acceptable to the BOO?

#### Meeting Flyers

I continue to generate and distribute Coast Meeting Flyers at GTE shows, Railfair, other train shows, shops & other train lover gatherings I attend, and email the PDF to everyone interested in placing Coast Meet Fliers locally.

I continue to find Fliers are most effective when handed out personally to prospective Coast meet attendees, as Tom Van Horn does at his store and volunteers do at GTE shows.

Some Feedback/A Suggestion (I'm Not sure where this belongs in the agenda):

Tom Van Horn told me several First Time Coast meet attendees asked him after they attended their First Coast Meeting: Why do we have to sit through several hours of auction we aren't interested in for the door prize drawings?

I would like the BOO to consider holding Only the Free Door Prize drawings right after the Business meeting ends. I think Most people who are willing to Purchase raffle tickets are also willing to wait for a later drawing.

But if we want to encourage 1st Timers to come back, we could let them leave the first time without requiring they sitting through the Auction. I really think any one who wants to bid WILL stay, but I also think most 1st Timers may not have expected to stay several hours- - after all, they are 'testing' out our meeting and may have other commitments.

I also know a couple new attendees brought models to display/share and left early the last time we met at CHM, but I want to give more people time to vote and more time to try the Timesaver, so i don't want to suggest we move announcing those results earlier at this time.

I'm Sorry I'll miss seeing you all tonight. I hope you have a good meeting.

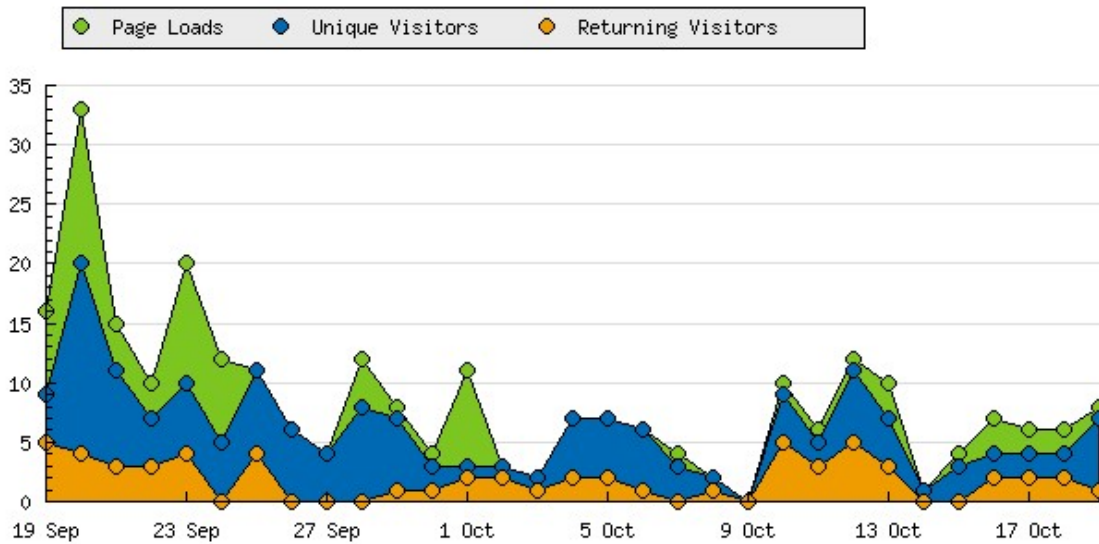
Steve

**Attachment #3 John Sing's email submission:**

The website hit counts were reported.

Following are diagrams showing examples of the number of web site hits for the Sept 2009 Coast Division Meet Report web page:

[http://www.pcrnmra.org/coast/contest/Contest\\_Sept\\_2009.shtml](http://www.pcrnmra.org/coast/contest/Contest_Sept_2009.shtml)



Following is a graphic map of where users came to the Coast Division Home Page:

