

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

**BOARD OF DIRECTORS MEETING**

**Saturday, November 6, 2004**

Raddisson Concord Hotel, Concord, Calif. / Cedar Room

**A G E N D A**

A. ROLL CALL AND QUORUM VERIFICATION

B. ADOPTION OF THE AGENDA

C. WRITTEN COMMUNICATIONS

D. MEMBER COMMENTS (comments regarding matters not on the agenda)

E. APPROVAL OF THE MINUTES

1. Approve the Minutes of the Board of Directors Meeting on April 28, 2004
2. Approve the Minutes of the Annual Business Meeting on May 2, 2004

F. OFFICERS' REPORTS

1. President *(L.E. "Gene" Mayer)*
2. Vice-President *(Dave Connery)*
3. Treasurer *(Larry Altbaum)*
4. Secretary *(Rich Kolm)*
5. Trustee *(Ray deBlieck)*

G. DIRECTORS' REPORTS

1. Daylight Division *(Doug Wagner, Director)*
2. Coast Division *(Kermit Paul, Director)*
3. Sierra Division *(Jesse Menefee, Jr., Director)*
4. Redwood Empire Division *(Ron Plies, Director)*
5. Hawaiian Divison *(no director)*

H. DEPARTMENT REPORTS

1. Administration Department *(L.E. "Gene" Mayer, Manager)*
  - By-Laws and Manual of Operations Committee, report on amendments to conform to new NMRA Regulations *(Dave Connery, Chairperson)*
    - Proposed action: Concur with recommended changes to the By-Laws and submit proposed amendments to the membership for approval in 2005.
    - Proposed action: Amend the Manual of Operations as recommended.
  - Nominating Committee, report on candidates for PCR President and Vice-President *(Gus Campagna, acting Chairperson)*
    - Proposed action: Certify the candidates to the Ballot Committee

H. DEPARTMENT REPORTS, continued

2. Membership Department *(Peter Weiglin, Manager)*
3. Publication Department *(Gus Campagna, Manager)*
4. Convention Department *(Dennis Stokely, Manager)*
  - Report on PCR Convention at Napa in April 2004 *(Harold Mentzer, Chairperson)*
  - 2005 Coast Div. / “Devil Mountain 2005” Concord *(Bill Swindell, Chairperson)*
  - 2006 Sierra Div. / “Overland Limited 2006” Sacramento *(L.E. “Gene” Mayer)*
  - 2007 Coast Div. / Santa Cruz area *(Kevin Hurley and Dave Loveless)*
  - 2008 Daylight Div. / Fresno area *(John Houlihan, Chairperson)*
5. Contest Department *(Bill Scott, Manager)*
6. Achievement Program Department *(Jack Burgess, Manager)*
7. Non-Rail Activities Department *(Mary Moore-Campagna, Manager)*

I. UNFINISHED BUSINESS

1. Change PCR’s non-profit organization status to IRS 501(c)3
2. Joint conventions with Pacific Southwest Region *(Jim Long)*
3. Bequest from Keith Heinsohn estate *(L.E. “Gene” Mayer)*
4. Revenue from “21st Century Limited” Convention account; consider programs and projects of benefit to PCR members *(Dave Connery)*

J. NEW BUSINESS

1. Layout Design and Operations SIGs Meeting at Santa Clara, February 12-13, 2005;
  - Proposed action: Approve PCR joint sponsorship of the meeting
2. Create position of Storekeeper in the Administration Department;
  - Proposed action: Amend the Manual of Operations to add Section 6.B.7.

K. BUDGET

1. Approve the Budget for FY 2005 *(Larry Altbaum)*

L. ANNOUNCEMENTS

1. Next Board of Directors meeting---Wednesday, May 11, 2005
2. Other announcements

M. ADJOURNMENT

# **VICE-PRESIDENTS REPORT**

## **PACIFIC COAST REGION (NMRA)**

BOD Meeting, Saturday, November 6, 2004

### **1. PCR By-laws and Manual of Operations update:**

The new NMRA Regulations implementing the NMRA Long Range Plan were approved by approximately 80% of the members voting in the special election last spring. (Unfortunately only about 20% of the members of the organization voted on such an important topic!) The results of this election were made known during the NMRA Convention in Seattle in early July. The good news is we should expect some much needed changes at the national organization. The bad news is it may be nearly a year before many of these changes take place and it could be considerably longer before we see any benefit from them – assuming we will be able to recognize the benefit.

A. To align with these new NMRA Regulations, some changes are required to the PCR By-laws and Manual of Operations. Along with these reports, Secretary Rich Kolm will distribute a set of proposed changes to both of these governing documents. These changes are the end result of a lot of work by Rich along with detailed review and changes by Gus Campagna, Gene Mayer and myself. I hope you have time to review them in advance of our Board Meeting so you are prepared to discuss the changes. The approval process for the two documents are somewhat different:

- 1.) By-laws -- Once the BOD have reviewed and approved the proposed changes we plan on having them posted to the PCR web site. An article will be prepared for the Branch Line that summarizes the changes and directs members to the web or to review a copy at a Division Meet. A vote to approve the proposed changes will be included in the Annual Business Meeting on May 15, 2005.
- 2.) Manual of Operations – Changes to the MoO are approved by the BOD. After we have discussed these proposed changes we would like the BOD to approve them at the November 6<sup>th</sup> meeting.

B. In the process of reviewing our current Manual of Operations it became apparent there are a number of other changes needed in this document that are independent of the changes to the NMRA Regulations. The By-laws and Manual of Operations Committee intends to develop a set of proposals for these needed changes and present them to the BOD for approval at their meeting on May 11, 2005. One area that needs considerable work is the nomination, ballot and election process. We are making these changes in two steps so things don't

become confusing – first the NMRA-driven changes, and then the other needed changes.

2. **Long Range Plan Implementation:** I have done nothing further in regards to implementing the PCR Long Range Plan and believe once we know just how the NMRA's implementation of the new regulations will affect us we can again move forward with this effort – probably in a year from now.

Respectfully Submitted,

Dave Connery  
PCR Vice-president

# **Member Aid Committee Report**

**November, 2004**

**Rod Smith – PCR Member Aid Chair**

The Member Aid Committee has handled a few inquiries from PCR members, and has resolved them to the satisfaction of those making the request. In some cases we have been able to provide the information requested directly. In others we have referred the member to a source from which they can obtain the answer to the question they have asked. This service is not widely used at this time, and I have not had any trouble getting help from those other members I have asked for help. President Mayer and I have primarily handled the requests, but I want to give a thank you to Bob Pethoud in the Daylight Division who has consistently written an article for the Divisions newsletter providing information to the members there. The other Divisions have not appointed a Division Member Aid contact to my knowledge, nor have I recruited representatives.

# **“OVERLAND LIMITED 2006”**

## **2006 PCR Convention**

### **November 6, 2006 Report to PCR Board of Directors**

The 2006 host committee held its organizational meeting at Gene Mayer's house Thursday September 9. Those in attendance included Mary Moore-Campagna, Dick Klammer, Dick Kreutzer, Ben McLaughlin, Norm Morris, Bob Rohwer, Al Rowe, Don Schmitt, Bob Warner, Dick Witzens and Mayer.

The first item on the agenda was making committee assignments. No one volunteered to be the chair. Gene Mayer said he would serve as chair if someone else would be secretary/treasurer. Subsequent to the meeting Warner volunteered to serve as chair, Witzens agreed to be secretary, and John Marshall volunteered to serve as the clinic chairperson. Here are the current committee assignments:

Chair Person	Bob Warner	(916) 772-7502
Secretary	Dick Witzens	(916) 684-1987
Treasurer	Gene Mayer	(916) 259-6934
Registrar	Ed Pultz	(530) 666-0513
Assistant Registrar	Dick Klammer	(530) 432-9269
Clinics	John Marshall	(925) 725-9310
Contests	Ben McLaughlin	(916) 363-1603
Door Prizes	Vacant	
Layout Tours	Bob Rohwer	(916) 966-6961
Non-Rail Activities	Vacant	
Program	Mary Moore-Campagna	(530) 426-9055
Prototype Tours	Al Rowe	(916) 961-9911
Public Show	Dick Kreutzer	(916) 967-9774
Vendors/Manufacturers	Norm Morris	(530) 742-6950
Special Interest Groups	Dave Parks	(650) 961-7644
Unassigned	Don Schmitt	(530) 741-0929
Web Master	Gus Campagna	(530) 426-9055

Others who have offered to work on the committee include Dave Bayles, Harold Elmore, Stephen Johnson and Ray Keener.

Selecting a theme and logo was the next discussion point. Norm Morris suggested "Overland Limited 2006" and presented a proposed logo. Committee members approved the logo and theme after suggesting several modifications.

The proposed budget was discussed. Mayer said the minimum rent at the Double Tree Hotel will be \$6,000 depending upon the number of room nights. He believes that we should base the budget on \$12,000 rent. Assuming 300 registrations, the base registration fee would be \$40. Other costs will be based upon the Redding and Modesto conventions with inflation adjustments and current costs. Mayer will present a proposed budget at the next committee meeting. The estimated full fare registration would need to be \$60 to \$70.

The Sierra Division will provide \$4,000 set up money and Treasurer Mayer will request a \$2,000 advance from the PCR Treasurer.

The host committee agreed that the Sierra Division will sponsor the souvenir convention car. Suggested prototypes included a TOFC flat with short trailer, wine tank car, PFE WP refrigerator car or WP WFEX 50' RBL boxcar. Convention decals will be included with the car. Division members will select the type of car.

The next committee meeting will be held in late November or early December at the Double Tree Hotel.

October 24, 2004

TO: Board of Directors

FROM: Rich Kolm, Secretary

SUBJECT: Create position of Storekeeper

The Pacific Coast Region has a lot of physical property stored in many different places. There is no single inventory nor administrative control of the property. Some may become lost over time because out-of-sight is out-of-mind.

It is proposed that a position of Storekeeper be created in the Administration Department to (1) determine what physical property exists and where it is stored, (2) prepare a computer-based inventory of the property that can easily be updated, (3) set up a system to maintain that inventory, updating it whenever property is acquired or disposed of, and (4) assure that storage of the properties is suitable and secure.. The Storekeeper would routinely submit a report on the inventory at the Board's spring meeting each year and at other times when requested.

It is therefor recommended that the Manual of Operations be amended by adding Section 6.B.7, as follows:

“7. The STOREKEEPER shall be appointed by the President to establish and maintain a computer-based inventory of all physical property of the PCR. The inventory shall be initially established, shall be kept up-to-date, and shall be regularly available to any Officer or Director of PCR. The Storekeeper shall assure that storage of all physical property is suitable and secure. A status report shall be submitted to the Board of Directors at each spring meeting and at other times when requested.”