

Pacific Railroad Society Inc.

Minutes of the Board of Directors Meeting, May 1, 2019

In attendance; Directors: President Virginia Grupp, Vice President Andrew Novak, Treasurer Marti Ann Draper, Secretary Rick Reyes. Directors, Barry Draper (Arrived late, time not noted), Al Novak, Novak, John Telles. Chairpersons: Stephanie Novak, Russ Davies, Steve Crise (de facto),

Meeting called to order at: 7:49 pm.

Presidents Remarks: We have a conundrum to solve, the election results. We need to determine who is President and who is Treasurer. Election results were that Marti Ann Draper and Virginia Grupp were tied for the office of President. The By-Laws do not cover what procedure to take in the event of a tie. To solve the matter, Virginia Grupp took the following action. Ms. Grupp officially withdrew from the election for the office of President of the PRS. Marti Ann Draper now becomes President of the PRS. Marti Ann Draper officially resigned as Treasurer of the PRS. Runner up in the election of Treasurer was Virginia Grupp and now she officially becomes Treasurer.

MOTION #4: Al Novak moves to ratify the elections of the following officers for the fiscal year of 2019-2020: President Marti Ann Draper, Vice President Andrew Novak, Treasurer Virginia Grupp, and Secretary Rick Reyes. Directors: Barry Draper 2017-2020, David Coscia 2017-2020, John Telles 2018-2021, Mark Abbott 2018-2021, Al Novak 2019-2022. The motion was seconded by Barry Draper. The motion was **APPROVED**.

President Marti Ann Draper made the following committee appointments: Budget Committee Virginia Grupp (automatic), Bylaws: Andrew Novak, Descanso Committee: None, appointment tabled, Excursion Committee: Marti Ann Draper, 15-59 Committee: None, appointment tabled, Historical and Research Committee: None, appointment tabled, Insurance Committee: Marti Ann Draper, Legal Committee: None, appointment tabled, Mailing Committee: Virginia Grupp, Membership Committee: Virginia Grupp: Museum Committee: None, appointment tabled, Rolling Stock Committee: Al Novak, Program Committee: Russ Davies, Publication Committee: Andy Novak, Publicity Committee: Russ Homan, Special Events: Stephanie Novak, Parliamentarian: Andy Novak.

MOTION #5: Virginia Grupp moved to ratify the appointment of Committee Chairpersons. The motion was seconded by Andrew Novak. The motion was **APPROVED**.

Vice President's Remarks: No remarks

Secretary's Report: The Secretary presented the Board of Directors Meeting minutes for April 3, 2019.

MOTION #6: Barry Draper moved to accept the Board of Directors Meeting minutes for April 3, 21019. The motion was seconded by Andrew Novak. The motion was **APPROVED**.

Treasurer's Report: The Treasurer presented a report dated May 1, 2019. This report covers the whole year. Please study this one account this report is what are activities will be based on.

Note: Secretary will make out a contact information sheet.

Committee Reports

Budget: Chairperson Virginia Grupp reports that everyone should review what they might need to get things done.

By-Laws: Chairperson Andrew Novak reports nothing yet with some items to review.

Descanso: No report. (Vacant and inactive)

Excursions: Chairperson Marti Ann Draper reports that she got an approval from Amtrak to run Excursion #555 on June 15, 2019. Amtrak trains 562-1569, 580-591.

15-59: No report (Vacant and Inactive)

Historical and Research: No Report (Vacant and Inactive)

Insurance: Chairperson Marti Ann Draper report not recorded.

Legal: Chairperson not yet appointed.

Mailing: Chairperson Virginia Grupp report not recorded.

Membership: Chairperson Virginia Grupp reports that a Mr. Vern James has applied for membership.

MOTION #7: Andrew Novak moved to nominate Verne James for membership in the PRS. The motion was seconded by Barry Draper. The motion was **APPROVED**.

Museum: A written report was submitted by de-facto Museum Committee Chairperson Steve Crise. (Attachment) Russ Davies reports that Steve Crise did a great job. The museum was reported to have termites. An inspection by commercial exterminator was monitored by Steve Crise and Lindsay Smith.

Programs: Chairperson Russ Davies reports I'm going to negotiate with Harvey Laner. He wants to find out about a Tehachapi trip of 2011. Andy Paynes D&RGW program. No program for June.

Publications: Andrew Novak reports that he has not had the time to put out Wheel Clicks account busy with Ogden SP/UP trip. The submission deadline for Wheel Clicks dead line is May 17 for June issue.

Publicity: Chairperson not present. No report.

Rolling Stock: Al Novak submitted a written and oral report.

Special Events: Chairperson Stephanie Novak reports that she has begun to work on the holiday banquet.

Parliamentarian: No report

Unfinished Business

None

New Business

New charity pinup poster for veterans will use the museum grounds for a photo shoot.

Former Treasurer Marti Ann Draper issued a number of checks. These are the real deal. We should ratify the following items

MOTION #8: Rick Reyes moved to authorize the following payments as listed. List provided by ex Treasurer Marti Ann Draper: (see attached list)

The motion was seconded by Barry Draper. The motion was **APPROVED**.

The Secretary requested to the President that a Museum Committee Chairperson be appointed. The President declined to do so. The Secretary pointed out that Steve Crise was already acting as de-facto Museum Committee Chairperson. For various reasons, the President declined to appoint Mr. Crise. In discussion, it was pointed out that Mr. Crise was technically not a member of the PRS. Membership dues for Mr. Crise were paid for by the Secretary. Mr. Crise declined to accept membership and the dues were returned to the Secretary. The appointment of a Museum Committee Chairperson was postponed.

Re-keying the museum was discussed.

Announcements: This coming Saturday is the 80th Anniversary of LAUS. We will be represented in a small way through Dana Gabbart.

Adjournment: The meeting was adjourned at 10:10.

Attachments

Rick Reyes Secretary 05-01-2019

Pacific Railroad Society

Treasurer's Report For the Board Meeting

Held May 1, 2019

Covering the month of
March, 2019

And Fiscal Year 2018-2019

Respectfully submitted,
Marti Ann Draper, Treasurer

7:24 PM
04/30/19
Cash Basis

Pacific Railroad Society, Inc.
Balance Sheet
As of March 31, 2019

	<u>Mar 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
Citizens Checking 8617	830.44
Money Market Citizen's1731	7,904.62
Museum-B of A 0133	3,904.76
Paypal(Membership & Excursions)	230.98
Total Checking/Savings	<u>12,870.80</u>
Other Current Assets	
Morgan Stanley	
Donated stock	15,389.28
Morgan Stanley cash account	1,864.87
Total Morgan Stanley	<u>17,254.15</u>
Total Other Current Assets	<u>17,254.15</u>
Total Current Assets	<u>30,124.95</u>
TOTAL ASSETS	<u><u>30,124.95</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Sales Tax Payable	6.01
Total Other Current Liabilities	<u>6.01</u>
Total Current Liabilities	<u>6.01</u>
Total Liabilities	6.01
Equity	
General Fund	-88,019.38
Restricted Funds	
Amtrak compatibility	50.00
Chard Walker Descanso Fund	19,175.21
Dave Cameron Endowment	100,000.00
Total Restricted Funds	<u>119,225.21</u>
Retained Earnings	39,754.59
Net Income	-40,841.48
Total Equity	<u>30,118.94</u>
TOTAL LIABILITIES & EQUITY	<u><u>30,124.95</u></u>

7:48 PM
04/30/19
Cash Basis

Pacific Railroad Society, Inc.
EXCURSION REVENUE AND EXPENSE FISCAL YEAR 2018-2019

	554-San Diego ... (Excursions)	555-San Diego ... (Excursions)	Excursions - Ot... (Excursions)	Total Excursions
Ordinary Income/Expense				
Income				
Program Fees	3,145.00	1,650.00	0.00	4,795.00
Total Income	3,145.00	1,650.00	0.00	4,795.00
Cost of Goods Sold				
PayPal fee	41.32	37.80	0.00	79.12
Total COGS	41.32	37.80	0.00	79.12
Gross Profit	3,103.68	1,612.20	0.00	4,715.88
Expense				
Amtrak Operating Annual Fee	0.00	0.00	450.00	450.00
Program Expense	0.00	475.00	0.00	475.00
Total Expense	0.00	475.00	450.00	925.00
Net Ordinary Income	3,103.68	1,137.20	-450.00	3,790.88
Net Income	<u>3,103.68</u>	<u>1,137.20</u>	<u>-450.00</u>	<u>3,790.88</u>

7:48 PM
04/30/19
Cash Basis

Pacific Railroad Society, Inc.
EXCURSION REVENUE AND EXPENSE FISCAL YEAR 2018-2019

	TOTAL
Ordinary Income/Expense	
Income	
Program Fees	4,795.00
Total Income	4,795.00
Cost of Goods Sold	
PayPal fee	79.12
Total COGS	79.12
Gross Profit	4,715.88
Expense	
Amtrak Operating Annual Fee	450.00
Program Expense	475.00
Total Expense	925.00
Net Ordinary Income	3,790.88
Net Income	3,790.88

7:29 PM
04/30/19
Cash Basis

Pacific Railroad Society, Inc.
National Forum Revenue and Expenses
Current Month and Year to Date

	<u>Apr '18 - Mar 19</u>
Ordinary Income/Expense	
Income	
Dividends	496.80
Donations Income	
Restricted	
Amtrak Compatibility Income	<u>2,266.81</u>
Total Restricted	<u>2,266.81</u>
Total Donations Income	2,266.81
Interest	1.62
Rental income	<u>600.00</u>
Total Income	3,365.23
Cost of Goods Sold	
PayPal fee	<u>3.57</u>
Total COGS	<u>3.57</u>
Gross Profit	3,361.66
Expense	
Bank Service Charges	70.00
Dues and Subscriptions	
RPCA	<u>45.00</u>
Total Dues and Subscriptions	45.00
Insurance	
Property damage	<u>1,588.00</u>
Total Insurance	1,588.00
Rent	
Park railroad car	<u>19,173.00</u>
Total Rent	19,173.00
Repairs	
Historic equipment repairs	<u>3,048.51</u>
Total Repairs	3,048.51
Supplies	
parts	<u>156.92</u>
Total Supplies	<u>156.92</u>
Total Expense	<u>24,081.43</u>
Net Ordinary Income	-20,719.77
Other Income/Expense	
Other Expense	
Unrealized loss	<u>6,658.56</u>
Total Other Expense	<u>6,658.56</u>
Net Other Income	<u>-6,658.56</u>



	Apr '18 - Mar 19
Net Income	<u><u>-27,378.33</u></u>

Pacific Railroad Society, Inc.
PUBLICATIONS REVENUE AND EXPENSE

Cash Basis

Current Month and Fiscal Year to date

	<u>Mar 19</u>	<u>Apr '18 - Mar 19</u>
Ordinary Income/Expense		
Expense		
Postage and Delivery	99.00	1,078.66
Printing and Reproduction	151.11	1,410.40
Total Expense	<u>250.11</u>	<u>2,489.06</u>
Net Ordinary Income	<u>-250.11</u>	<u>-2,489.06</u>
Net Income	<u><u>-250.11</u></u>	<u><u>-2,489.06</u></u>

7:26 PM
04/30/19
Cash Basis

Pacific Railroad Society, Inc.
Preliminary REVENUE AND EXPENSES
Fiscal Year 2018-2019

	<u>Apr '18 - Mar 19</u>
Ordinary Income/Expense	
Income	
Dividends	496.80
Donations Income	
Restricted	
Amtrak Compatibility Income	2,311.81
Museum Donations	6,835.05
Rolling Stock	172.00
Walker Descanso Income	357.00
Total Restricted	9,675.86
Unrestricted	1,753.43
Total Donations Income	11,429.29
Interest	20.94
Membership Dues	
2018-2019	8,608.00
2019-2020	665.00
Total Membership Dues	9,273.00
Miscellaneous Income	25.00
Program Fees	
Excursion ticket sales	4,795.00
Special Event Fees	
2018 Banquet	1,914.00
Trackless RDC	960.00
Total Special Event Fees	2,874.00
Total Program Fees	7,669.00
Raffle ticket sales	250.00
Rental income	3,000.00
Retail sales	
pin	29.00
Scrap, redundant material sold	2,731.95
Retail sales - Other	332.95
Total Retail sales	3,093.90
Total Income	35,257.93
Cost of Goods Sold	
PayPal fee	111.11
Total COGS	111.11
Gross Profit	35,146.82
Expense	
Amtrak Operating Annual Fee	450.00
Bank Service Charges	
Credit card processing fee	350.55
Stopped payment	35.00
Bank Service Charges - Other	482.80
Total Bank Service Charges	868.35

	<u>Apr '18 - Mar 19</u>
Dues and Subscriptions	
CCHS-Conf. of Calif. Hist. Soc.	50.00
RPCA	45.00
Dues and Subscriptions - Other	<u>160.00</u>
Total Dues and Subscriptions	255.00
Educational items for resale	910.43
Government fees	5.00
Housekeeping and gardening	2,131.68
Insurance	
Accident	300.00
Liability Insurance	11,383.06
Property damage	<u>1,588.00</u>
Total Insurance	13,271.06
Internet access	1,183.99
Museum Displays	
Acquisitions	30.38
Museum Displays - Other	<u>231.55</u>
Total Museum Displays	261.93
Office Supplies	
cleaning	14.83
Museum supplies	433.04
Office Supplies	244.92
Office Supplies - Other	<u>661.87</u>
Total Office Supplies	1,354.66
Postage and Delivery	
Monthly Mailing	1,078.66
Postage and Delivery - Other	<u>100.15</u>
Total Postage and Delivery	1,178.81
Printing and Reproduction	
checks	215.51
envelopes	84.65
Print Wheel Clicks	1,373.18
Printing and Reproduction - Other	<u>233.53</u>
Total Printing and Reproduction	1,906.87
Professional Fees	
Bookkeeper	<u>522.00</u>
Total Professional Fees	522.00
Program Expense	
Charter Bus	700.00
Excursion expenses	
refunds	<u>475.00</u>
Total Excursion expenses	475.00

	Apr '18 - Mar 19
Special events expenses	1,486.33
Total Program Expense	2,661.33
Rent	
DART rent	1,680.00
Park railroad car	19,173.00
Storage space	8,670.00
Total Rent	29,523.00
Repairs	
Building Repairs	923.36
Historic equipment repairs	3,084.96
Total Repairs	4,008.32
Security	
Security--DART	4,072.59
Security--Museum	444.12
Total Security	4,516.71
Shipping	50.00
Supplies	
parts	156.92
Total Supplies	156.92
Telephone	
Museum telephone	516.91
Total Telephone	516.91
Utilities	
Electrical service--DART	460.80
Electrical service--Museum	2,280.67
natural gas, museum	755.30
Total Utilities	3,496.77
Voided checks	0.00
Web site maintenance	100.00
Total Expense	69,329.74
Net Ordinary Income	-34,182.92
Other Income/Expense	
Other Expense	
Unrealized loss	6,658.56
Total Other Expense	6,658.56
Net Other Income	-6,658.56
Net Income	-40,841.48

7:38 PM
04/30/19
Cash Basis

Pacific Railroad Society, Inc.
ROLLING STOCK REVENUE AND EXPENSE
Current month and fiscal year to date

	<u>Mar 18</u>	<u>Apr '17 - Mar 18</u>
Ordinary Income/Expense		
Income		
Donations Income	0.00	120.00
Rental income	400.00	2,600.00
Total Income	<u>400.00</u>	<u>2,720.00</u>
Gross Profit	400.00	2,720.00
Expense		
Rent	0.00	3,220.00
Security	582.22	4,239.95
Utilities	29.12	377.97
Total Expense	<u>611.34</u>	<u>7,837.92</u>
Net Ordinary Income	<u>-211.34</u>	<u>-5,117.92</u>
Net Income	<u><u>-211.34</u></u>	<u><u>-5,117.92</u></u>

Pacific Railroad Society, Inc.
SPECIAL EVENTS REVENUE & EXPENSE
Fiscal Year 2018-2019

Cash Basis

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
Donations Income	160.00
Program Fees	2,874.00
Raffle ticket sales	250.00
Total Income	<u>3,284.00</u>
Cost of Goods Sold	
PayPal fee	3.54
Total COGS	<u>3.54</u>
Gross Profit	3,280.46
Expense	
Program Expense	2,186.33
Total Expense	<u>2,186.33</u>
Net Ordinary Income	<u>1,094.13</u>
Net Income	<u><u>1,094.13</u></u>

Pacific Railroad Museum

Museum Report for May 1, 2019

By Steve Crise

Donations: unknown incomplete

Visitors: unknown incomplete

Saturday April 6, The museum was staffed by Virginia Grupp from 10:00 am to 4:00 pm. Steve Crise cleaned up a 200+ ft. section of the museum grounds alongside the eastern edge of the property line that border the Metrolink /BNSF tracks. 6 bags of garbage was hauled way. The city later came by to collect a large plie palm fronds that was collected and placed for pickup along Monte Vista.

Monday April 8, Museum was staffed from 12:00 noon to 4:00 pm by Jim Baker, Russ Davies and Harvey Laner.

Wednesday April 10, Andy Novak staffed the museum from 10:00 am to 4:00 pm.

Friday April 12.

Saturday April 13, Bob Gordon, Russ Davies, Scott Nielsen, Lindsay Smith and John Ullcott staffed the museum from 10:00 am to 4:00 pm.

Monday April 15, A termite inspection was conducted at 8:00am with Lindsay Smith and Steve Crise present. An estimate will be forthcoming and is expecting to be about \$400.00 Museum was staffed from 12:00 noon to 4:00 pm by Jim Baker, Russ Davies and Harvey Laner.

Wednesday April 17, The museum was staffed by Larry Aandhal, Steve Crise, Lindsay Smith and Pam. Larry Aandahl and Steve Crise worked around the exterior of the museum to restore to working order all outdoor lighting. Only minor repairs were needed to restore lights to working order, however a new LED light was installed to replace the old unit that was mounted on top of the awning lighting the "San Dimas" and "Santa Fe" signs.

Friday April 19,

Saturday April 20, The Museum was staffed by Virginia Grupp, Steve Crise, David Coscia and Lindsay Smith. We hosted a meet of the Orange County Ford Mustang Club. There were over 45 visitors at once show up to take a tour. We managed with the four people we had on hand. During the course of their visit, we took in \$200.00 in sales and donations.

Steve Crise and David Coscia worked in the library sorting through photos and papers. They attempted to repair the broken filing cabinet draw but were unsuccessful.

Unfortunately the computer in the library is locked on an PRS Ebay screen and no one knows how to get past it. This prevented any additional work to be done on sorting through donated books. Hopefully we will figure this out on Monday when Dave Housh pays us a visit.

The museum Credit Cards have been confiscated, not lost or stolen, by Marti Anne Draper. No information was left at the museum that this action was taken so we assumed they had been stolen. Also no clear reason was given for this action. Despite requests to have the cards returned, they have not been returned. Reason given for their confiscation was concern of their unauthorized use. However the credit cards were returned by Dave Housh for the express use of the museum staff, a practice that has taken place for years. Museum staff members have been told that the board must approve the return of the cards. If this is the case, then why wasn't the decision to confiscate the cards made by the board instead of just Ms. Draper? No answer to this question has been received by the museum staff by the board or Ms. Draper.

Incomplete Report

Rolling Stock ^{Report} for April 2019

we
4/4 Moved Dome car
GN 1330 from east
track to center track.
RR wants it close to
gate for inspection before
movement.

- Tyco tech found problem
w/ alarm. Breaker inside
Dant turned off by mistake.

4/6 830 AM - Tyco called -
alarm @ south end.

Went to Dant 930 - 1030 AM.
Alarm box door open.

Checked area - No problems



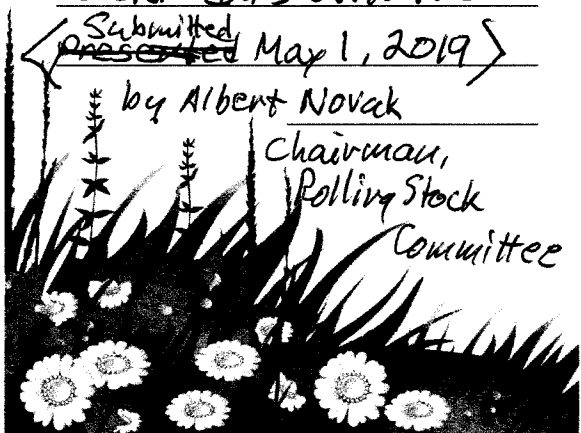
4/6 Continued -

I repaired broken stairway
used to access PRS
tool car. Armed system
& locked alarm box.

4/30 - To Dant to check
on things. Junkman who
had started his business
in at our end of Noakes
St. was gone without
a trace. No problems
found onsite. Dome car
had not moved.

OERM cars still there.

Submitted
~~Presented~~ May 1, 2019
by Albert Novak
Chairman,
Rolling Stock
Committee



Pacific Railroad Society, Inc.

5/1/2019 7:11 PM

Register: Money Market Citizens1731

From 04/01/2019 through 05/01/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
04/27/2019	1045	HMBD Insurance Services	Insurance-Liability Insurance	Downpayment liabili...	2,945.00		4,959.62
04/29/2019			-split-	Deposit		27.00	4,986.62
04/29/2019	1046	Pacific Railroad Society, Inc.	Citizens Checking 8617	Transfer to regular b...	2,000.00		2,986.62
04/30/2019	1046	Pacific Railroad Society, Inc.	Citizens Checking 8617 [split]	transfer	2,000.00		986.62

Pacific Railroad Society, Inc.

5/1/2019 7:12 PM

Register: Museum-B of A 0133

From 04/01/2019 through 05/01/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
04/05/2019	8057	Debbie Blackburn	Housekeeping and gardening	Cleaning 4-5-2019	75.00		3,829.76
04/05/2019	8059	Bay Alarm Company	-split-	Service ticket 3029903	95.00		3,734.76
04/23/2019	8058	Reconciled Termite and Pest ...	Repairs:Building Repairs	Termite abatement pe...	595.00		3,339.76
04/27/2019		Southern California Edison ...	Utilities:Electrical service--Mus...	2-04-026-2537			3,339.76
04/30/2019	8060	LIMA HEATING AND AIR ...	Repairs:Building Repairs	Repairs to lighting an...	211.10		3,128.66
04/30/2019	8061	Debbie Blackburn	Housekeeping and gardening	Museum cleaning--M...	75.00		3,053.66