



Board of Directors Meeting Minutes January 30, 2015; Scheduled Start 5:00 PM

Actual start was 5:00 PM.

Attendees (BoD members in **bold text**):

In person: Craig Close, **Bruce Elliott, Bob Hubler**, Nick Powell, Al McEvoy, Harry Meem, **Wade Rice Jr., Mike Shylanski, Greg Smith, Chris Tilley, Mike Watnoski, Chris Winslow, Allen Young.**

Phone: Henry Freeman (early and late), Nick Fry (late), George Stant, Bob Witt

Proxies: None

Absent: None

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- A) Minutes of Previous Meeting – Smith: No changes, all accepted as given.
 - B) Treasurer’s Report – Winslow: See reports and letter emailed to all earlier in the week.
Internal use only reports: Smith questioned if the numbers were within the time period or for the entire year—answer was both, depending on the line item. Smith also questioned utility costs increasing significantly, since mostly what we use is electricity—Winslow will have to research. All accepted as given.
 - C) Membership Report – Hubler:
 - a. Witt questioned sharp drop in renewals in November and December 2014. Partially due to more people joining around that time for a year and then dropping out.
 - b. All accepted as given.
 - D) Committee Reports:
 - a. Publications Committee:
 - i. *Sentinel* – Meem: 2nd quarter 2015 issue underway.
 - ii. 2016 Calendar – Meem: Needs photos from John King.
 - iii. B&O Modeler – Freeman: See report emailed yesterday with updates from Ben Hom. Close noted we have CDs for first 3 years (2005-2006 on one CD; 2007 on another), but stock is running out, and does not have the originals to make more. All issues after 2007 are currently available on the web site. Close wants to post the first 3 years on the web site and stop doing CDs entirely. Stant wants to sell CDs and not give them away for free—maybe keep most current on the web and then go to CDs.

Hubler concurred with this approach. Freeman also agreed, though wants to wait until we're back on schedule before doing that. Hubler motioned to drop 2008-2010 from web site and sell via CD for now (leave 2011 to the present on the site). Elliott 2nd; motion carried.

- b. Fundraising/Archives Building Fund Project – Smith: Have mostly done through the membership; raised \$36K so far. Business plan development in progress. The building we looked at in Carroll County went up for auction again—owner is still having difficulty due to zoning and having to sell to a non-profit. We can't afford to pay a mortgage on it or operate it anyway presently. Hubler brought up small incremental contributions by members over time issue—do they get special membership classes or not at some point? Winslow indicated that it was appropriate to track pledges but not track accumulated but unpledged giving. He is willing to provide the data but is not willing/able to do the actual tracking. No future rewards based on pledges. Hubler noted that much of the tracking of pledges falls on him to keep straight. Winslow made motion regarding policy that people who make pledges should get rewarded as a sum of their pledges; Witt 2nd. Hubler and Shylanski opposed, Tilley abstained—all others accepted. Hubler questioned why we aren't always consistent with our fundraising promotion in the Sentinel. Smith indicated that it was done that way on purpose, so we don't peddle money on every issue.
- c. Archives – Fry: See report emailed yesterday.
- d. Convention Committee:
 - i. 2015 Eastern (Philadelphia area) Mini-con – Rice: Coordinating jointly with Reading Company Technical & Historical Society. Date is Saturday August 8. Location is St. John's United Methodist Church in Ivyland PA. Cheltenham Hills Model RR Club in nearby Elkins Park PA will do an open house for attendees afterwards (5 – 7 PM). See report from Rice emailed yesterday. Per Close, the Company Store is available for all currently scheduled conventions, including Philly.
 - ii. 2015 Western Mini-con – Smith: Mike Lytle organizing. Location is Lorain OH on May 16.
 - iii. 2015 Annual Convention – Smith: Cleveland OH, to follow the 2014 NMRA convention, September 17-20. See report from Andy White emailed yesterday.
 - iv. 2016 Annual Convention – Freeman: Buffalo NY/BR&P territory. Brian DeVries will be on point.
 - v. Nothing yet on 2016 mini-cons.

- vi. 2017 and Future Annual Conventions – Smith: PRR Society does Camp Hill for 3 years (almost all presentations/clinics; few if any tours), and then every 4th year at a different location with tours. Freeman suggested Baltimore, then Ohio, then Cumberland, and 4th year TBD as an ongoing sequence of locations. Easier to lock in hotels that way for a 4-year cycle.
- e. Sales/Company Store – Close: See sales report in the Treasurer’s financial package. Sales overall are sluggish. Per Smith, not a lot of new products to sell. Meem suggested that we may want to consider creating paper to sell that individuals could use with 3-D printing establishments. Problem is that we’d need to become proficient at CAD drawings, which we aren’t ready for. Per Smith, quality of models from 3-D printers are still low—only as good as the drawings, programs and printers. Not currently cost-effective for us right now. 4 new books coming out on the B&O later this year—would impact our next fiscal year. Reprints—will go with double-sided going forward (cheaper to ship). Close to write up proposed shipping changes and send to Winslow for consideration. Winslow will then determine if he can approve himself, else escalate to the executive committee, or the BoD.
- f. Model Committee – Smith/Elliott: Intermountain doing F-3s again, though pictures had high fans (only 4 were made in real life) instead of low fans. Also should do without a steam generator, with option to add it if desired. Spring Mills Depot considering other projects down the road, including I-1 cabooses (announcements on their web site coming soon). BLI has complete package to do an S-1a, which would also be way in the future. Mark J. Bandy (MJB Models) just came out with B&O tower at Fairmont WV (“WD” tower). Suggested that Mark acknowledge credit for design to BORHS. He will have at the Timonium MD show this coming weekend. He is considering doing Hancock WV (“HO”) tower in the future. Seeing if F&C can do high platform tank car. Whistle posts may come out in HO by Terry Terrence (already has in O scale). Dave Grover introduced S-1a cabs that will work with old Rivarossi locos, and made cast steps for the tender. Also considering cabs for Q (Mikado) locos, S-1a friction-bearing cover tender trucks for the same Rivarossi models. BWI Baldwin sharks coming out in February. Worked with Walthers on Capitol Limited 1958 era train consist paint schemes. Smith asked Elliot to do a comparison of the new WD tower against others and do a write-up for the B&O Modeler. Carolina Modelers’ Confluence PA and Martinsburg WV towers available now; window mullions very delicate and break easily; use Tichy part # 88 for replacements if needed. Rapido may come out with RDCs down the road.

- g. B&O Employee Interviews – Shylanski: Have done 3 interviews since last BoD meeting—Bill Barringer, Nick Powell and Ray Lichty. May have a road trip to Lexington KY in March. Hays Watkins also being considered. Hard to line people up and time is short.
 - h. Web Site – Stant: Nothing unusual. Close is concerned with Internet Explorer v11 (Windows 10), Spartan and HTML 5 compatibility going forward.
 - i. Outreach 2014 – Smith: Been to Mt. Airy MD, Cleveland OH, Spencer NC, Brunswick MD, Damascus MD. Need feedback from BoD on what the BORHS needs to provide.
- E) Old Business:
- a. Youth Outreach – Rice: No update.
 - b. Archive Building Location - Smith: Current landlord’s main mechanic is retiring, now not sure how long he’ll want to stay in business. Said he thinks the property is worth \$750K. We have right of first refusal, but it’s too expensive for us since it’s a commercial grade property on US Rt. 1. Need to confirm how long our current lease runs for, and obviously would want to continue if possible with new owner, though no guarantee that we’ll be able to. Really need to come up with a strategy in case we’re asked to leave sooner than we’d like to.
 - c. Company Store Assistance – Close: Need a team, not one guy. Need to recruit help, and needs to be local as a primary backup. Marketing person could be anywhere.
 - d. New Sentinel Editor – Meem: Would like to get permission to reprint Edson B&O Steam—All Time Roster book, which is currently out of print, to give to whoever succeeds Meem as the new Editor.
 - e. Action List - Young: See revised list at bottom of meeting minutes. Winslow reviewed proxies for elections. Only needed to establish a quorum at BoD meetings. Suggested we remove proxy references from ballots to avoid confusion. Winslow motioned, Hubler 2nd, accepted by all. Ballot on web site should be considered as template.
- F) New Business – Smith:
- a. Elections 2015: Fry will handle this year. Ballots need to go out with 3rd quarter Sentinel (likely in July) since annual convention is mid-September.
 - b. Outreach 2015 - Smith: Youth Historical Writing Challenge (ages 14 – 24)—did extra mailing to high schools in various areas where key B&O lines ran through. Not sure how this will play out. Fry to reach out to colleges in those areas. Mt. Airy Days coming up again, May 17-18. Popular Brunswick Days attraction for the kids in 2014 was Thomas the Tank Engine wooden trains. Consider doing a puzzle in DCC for kids to use, wants it for next Mt. Airy Days. May go to Elkton. Consider

other places where we could show the flag. Meem has display/poster board system we can use at these events. Nothing in April. Mt. Airy Days and National Train Day (Amtrak; May 9th) in May. Elliott to promote BORHS with his model railroad on Saturdays (1 – 5 PM) in Green Bank WV area. Maybe do something with Strasburg Railroad in Paradise PA. Consider doing something with the B&O Railroad Museum. Ask Mike Lytle/Bill Cramer about Ohio.

- c. Model Projects 2015: Smith suggested to Elliott that he do some research about which B&O stations and towers were Plan A, B, C, etc. and note what exceptions/modifications were made to make them correct for specific locations. More popular ones would be candidates for models with model manufacturers. Problem is that few modelers want to build craftsman kits these days. Consider focusing on smaller items that are easier to and quicker to assemble. Tangent interested in doing an O-59 gon in 13 Great States paint scheme, wants photos (Smith forwarded request to Fry).
 - d. Amherst MA 2016 - Smith: 2015 show was great. Consider doing bus tour from Baltimore to Amherst in 2016; go to the show, stay overnight Saturday in Springfield MA, and return end of day Sunday. Any profit would go towards the archives building fund. Smith will research what a tour package might look like.
 - e. Fund Raising via Food Chains, Etc. - Smith: C&OHS started an agreement with the Kroger Foods chain for collecting donations from card members. Harris Teeter is subsidiary in the Baltimore area. Amazon Smile Foundation has similar program. In order for us to capitalize on this, need to advertise. Winslow motioned that VP of Finance (Stant) explore and execute this generically; Young to contact Giant, Elliott to contact Kroger, (TBD) to contact Safeway as part of the exploration; and once done, Winslow, Stant & Smith will execute; Elliott 2nd, all accepted.
 - f. Winslow: Guidestar, non-profit clearing house—registering with them provides more details on what we do. Would be done by Winslow and Smith. Would be useful to have in place if we start pursuing grants, so we're part of the 501(c) 3 club. No objections expressed, so will pursue.
 - g. Winslow: Our Form 990 should be posted on our web site since it is already public information anyway. Fry further suggested final/approved BoD minutes also be posted to our web site. Hubler noted that we have to be prudent with how they are worded so as not to offend anyone. Motion that current and future 990 Forms be posted to web site and that we post [final/approved](#) BoD minutes for first meeting of this fiscal year (September 2014, less executive session details) and annual membership meeting minutes starting with next meeting in 2015; Tilley 2nd, all accepted.
- G) Next BoD Meetings - Smith:

- a. Spring 2015: May 15 or 16, 2015, Western Mini-con, Lorain OH.
 - b. Fall 2015: Thursday September 17, 2015, annual convention, Cleveland OH.
- H) Adjourn: motion from Smith, Fry 2nd, all accepted; meeting adjourned.

Respectfully submitted by Allen Young, Secretary; February 3, 2015. Revised March 17, 2015.

Action Items:

Actions from Previous BoD Meetings	Assignee	Target Date
Perform audit on membership database; see if former automated status report sheets with macros can be re-applied	Young	May 2015
Submit formal strategy to BoD for future building and funding plan <ul style="list-style-type: none"> • First step will be Building Fund solicitations from membership--complete • Second step will be business plan—in progress—to be reviewed by Young and others 	Smith	May 2015
E-newsletter proposal	Freeman	June 2015
Write general governance SOPs for Archives	Fry, McEvoy	December 2015 (working draft in progress)
Search/recommendations for new Sentinel Editor (replacement for Harry Meem)	BoD	Q1 2016
Explore 2017 annual convention possible venues	Freeman	TBD
Advertise for helpers for Company Store in future Short Blast/Sentinel mailing(s)	Close	Ongoing
Come up with fundraising ideas for archives building	All	Ongoing
Outreach	BoD	Ongoing
Contact Harwoods re presentations at 2015 Eastern mini-con	Rice	Complete – they are unavailable that weekend
Redo latex mold for making reproductions of Young’s B&O brass diesel emblem for Company Store sales (first mold tore after first use)	Tilley	Complete

Actions from Latest BoD Meeting	Assignee	Target Date
Drop 2008-2010 B&O Modeler issues from web site and sell via CD going forward, and leave 2011 to the present	Stant	March 2015

Actions from Latest BoD Meeting	Assignee	Target Date
on the site (going forward, only latest complete current year will be available online).		
Research utility cost increase	Winslow	Completed 2/4/2015 (see email from Winslow)
Obtain 2016 calendar photos from John King	Meem	May 2015
Ask Lytle/Cramer about outreach venue opportunities in Ohio	Smith	May 2015
Attempt re-castings from latex mold taken from Young's B&O brass diesel emblem (first attempt didn't take)	Tilley	May 2015
Fund Raising via Food Chains, Etc. - VP of Finance (Stant) to explore and execute this generically; Young to contact Giant, Elliott to contact Kroger, TBD to contact Safeway as part of the exploration; and once done, Winslow, Stant & Smith will execute	Elliott, Smith, Stant, TBD, Winslow, Young	May 2015
Assemble 2015 election bios and ballots in time for 3 rd quarter Sentinel	Fry	July 2015
Register with Guidestar	Smith, Winslow	September 2015
Seek permission to reprint Edson's <i>B&O Steam—An All Time Roster</i> book for next <i>Sentinel</i> Editor	Nevin, Close, Stant	September 2015
Research what a tour package to the Amherst MA model train show in winter 2016 might look like	Smith	September 2015
Post Form 990 on web site	Stant, Winslow	Completed February 2015
Research which B&O stations/towers were Plan A, B. C. etc. and document what exceptions/mods were made to make them correct for specific locations	Elliott	TBD
Post final/approved BoD meeting minutes on web site (starting with minutes from September 2014 meeting, less executive session notes—Young to create edited version suitable for posting to web site)	Stant, Young	September 2015 and Ongoing
Need feedback on outreach events on what the BORHS needs to provide	BoD	Ongoing