



Board of Directors Meeting Minutes February 3, 2018; Scheduled Start 6:00 PM

Actual start was 6:02 PM.

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

In person: **Grant Berry**, Craig Close, **Bruce Elliott**, **Henry Freeman**, Harry Meem, **Mike Shylanski**, **Greg Smith**, **Chris Winslow**, **Allen Young**

Phone/Skype: **Tom Dupee**, **Nick Fry** (had to leave meeting early), **Bob Hubler**, **George Stant**

Absent: **Dale Corn**

- A) Approve Agenda – Smith. No changes, all accepted as given.
- B) Minutes of Previous Meeting – Smith: No changes, all accepted as given.
- C) President’s Report – Smith: See report emailed from Smith on 1/22/2018.
- D) Treasurer’s Report – Winslow: See reports and letter emailed to all earlier in the week.
Now owe about \$90K on the WHQ mortgage. All accepted as given.
- E) Committee Reports:
 - a. Membership Report – Hubler: See report emailed last week.
 - b. Publications Committee – Meem:
 - i. *The Sentinel*: Q1 2018 is out.
 - ii. Calendar: 2019 in progress, will be ready by spring 2018 (targeting April, to be ready for Western mini-con). This will be Meem’s last calendar.
 - iii. *B&O Modeler*: Latest issue is out. On a 2 – 3 times a year schedule.
 - iv. Ed Young’s unfinished book on the Ohio Mississippi (B&O Louisville-St. Louis line) – Smith: Gene Stebbens and Frank Dewey have been approached to help. Seeking additional resources who may help.
 - c. Convention Committee – Fry:
 - i. Mini-cons:
 - 1. Western 2018: Toledo OH, May 19, 2018. Registration flyer is out. Attempting to confirm a location for the BoD meeting.
 - 2. Eastern 2018: World Headquarters, Eldersburg MD, tentative date July 28, 2018. Flyer not ready yet, though is working on getting presenters.
 - ii. Annual:

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1. 2018, September 20-23: Dayton OH. White has sent proposed agenda to Fry. Fry will forward copy to Young.
 2. 2019: Baltimore MD. Smith investigating hotels.
 3. 2020: St. Louis MO
- d. Sales/Company Store – Smith/Close: Will have 3 tables at Malvern RPM meet, March 23-25, 2018. Sales are down, don't have much new product to sell. Terry Arbogast volume 2 is out, working on volume 3. Spring Mills Depot (SMD) I-5s latest target delivery is summer 2018—will try to sell some when they come out. Can no longer depend on the Company Store to support the Archives.
- e. Archives – Fry/Berry: Received notable donations from multiple sources at WHQ—majority of material is in the library, some is in the vault. Now have one of the most extensive Pullman passenger car information collections in the U.S. (late Ralph Barger collection). Library is about 65% full now. Have built additional shelves and moved some furniture around to store the new material. There are no longer any boxes on the vault floor.
- a. Modeling – Elliott/Smith:
- i. Athearn Genesis producing a B&O GP-9. Most interest will be in as-delivered scheme from 1950s, not the 1960s modifications version.
 - ii. Intermountain B&O deco end boxcar (1960s) will be out in May-June 2018.
 - iii. Branchline considering doing model of West Cumbo Yard tower.
 - iv. Coach Yard coming out with 1938 *National Limited* passenger train, won't be announced until September 2018. Will be very expensive.
 - v. F&C boxcars coming out: M-10 (March) and M-27 to follow.
 - vi. SMD cabooses coming out summer 2018.
 - vii. Not much else out there in B&O.
- b. Community Outreach – Smith: Did a presentation at WHQ in November, modestly attended. Ray Lichty to do presentation at next one in March. Meeting on April 14, 2018—need someone to help give tours of the building. June 5, 2018 meeting is with Chamber of Commerce. Have not had much success getting feedback regarding firehouse carnivals. Meem suggested we consider doing Scouting railroading merit badge sessions at WHQ; Wade Rice had drafted some notes about it. Young to obtain requirements for it and distribute to all for review. Freeman would like to establish a speaker's bureau. Fry to assist to assemble 30-minute PowerPoint regarding impact of B&O on Baltimore. Need to train 3 local people who can be trained to do the presentations. Berry volunteered to be on the list. Look into renting our WHQ facility to local

groups—need to agree on terms and restrictions (e.g., can cater but not cook (no full kitchen), alcohol/no alcohol, etc.

- c. 2018 Elections – Hubler: Ballot will go out with Q3 2018 Sentinel. Will include VP of Finance position since it still exists until the proposed By-Laws change passes at the next election. Stant has agreed to have his name on the ballot. Winslow to provide By-Laws change text to Hubler to include on the ballot. Smith urged everyone to recruit new candidates.

F) Old Business:

- a. Action Items Status – Young (see list below).
- b. Policies & Procedures Handbook – Smith: Still have a few pending (see action items). Winslow to send Treasury policy to BoD so it can be voted on.
- c. eCommerce and Website – Stant: No update on PayPal account from Fry.
- d. Proposed By-Law changes: Will add to ballot for 2018.
- e. Quarterly meeting at WHQ: In progress.
- f. Short and Long term fund raising – Smith: Lichty provided some ideas. Will raffle off a large WM print at next mini-con. Have donated framed prints of non-B&O, will price to sell. Can sell extra book copies and/or “coffee table” books from donations. Freeman spoke with Peter Lerro, who sells prints of railroad scene paintings he does, and works with other historical societies in ways that that may benefit the BORHS as well. Smith to speak with him on March 4, 2018 when he will be at the B&O Museum for the Railroad Society Days weekend. Could do an exclusive for the Society, sell/raffle the original painting, sell prints (signed and numbered), etc.
- g. New advisory director—brain-storming – Smith: No immediate ideas. Need to keep thinking of who might be suitable for the role.
- h. Status on valuation map notes from National Archives: Fry left meeting before he could provide an update. Smith to forward status once he gets it from Fry.

G) New Business:

- a. Community outreach at local fire department carnivals.
- b. Young: Consider re-introducing additional membership class (Contributing?) at a higher rate than Sustaining.
- c. Smith: Will revise donor form to include statement that if every member donated \$25/year for 3 years, we could pay off the current \$90K mortgage on the building.

H) Next BoD Meetings - Smith:

- a. Saturday May 19, 2018, after Western mini-con. Fry to confirm exact time and location.
- b. Thursday September 20, 2018, 12:30 PM at Dayton OH annual convention.

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l) Adjourn: Motion from Winslow, all accepted; meeting adjourned.

Respectfully submitted by Allen Young, Secretary; February 25, 2018.

Action Items:

Actions from Previous BoD Meetings	Assignee	Target Date
Install lock on china display cabinet at WHQ	Berry	February 2018
Add proposed By-law changes regarding VP makeup to the 2018 election ballot	Hubler	April 2018
Create a form letter to send to model manufacturers letting them know how the Society can help them—drafted, list of manufacturers in progress	Freeman, Smith, Young	May 2018
Photograph and catalogue Stegmaier china & menu donation	Young	Spring 2018
Still need draft policies and procedures for: <ul style="list-style-type: none">• Building Management• IT (including Web site) – General IT pending• Marketing• Treasury/Financial – Operational procedure and budget guide pending Contact Young for any questions regarding templates and formatting.	Berry, Winslow, Young	September 2018
Recruit a volunteer for Marketing and Public Outreach Chair for promoting the Society	BoD	In progress – target TBD
Five and ten year goals...submit thoughts to Smith – received one from Fry	BoD	Ongoing
Investigate alternative investment options for savings account funds, and bring report back to Board at next meeting. <ul style="list-style-type: none">• Winslow to invest \$120 of \$180 in savings will go into a 30-day laddering CD (low risk). Stant suggested slightly longer term.	Smith, Stant & Winslow (tentative)	Working (Stant provided info) - TBD
Review Ed Young materials donated by his wife to see if there are manuscripts that could be published. Need someone to finish a potential book project.	Meem	Working - TBD
Give Corn a Society “care package” to deliver to Wick Moorman at Amtrak	Smith	Delivered, follow-up pending
Test eCommerce (PayPal) on Society web site	Fry	In progress
Create formal and comprehensive fundraising and	BoD	In progress

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Actions from Previous BoD Meetings	Assignee	Target Date
marketing plan		
Need local coordinator for presentation/outreach quarterly meetings and Founder's Day dinner events at WHQ. Ask Ray Lichty if he would be a speaker.	All	In progress
Discuss reprint status with Dennis Fulton; Smith will meet with him next week. Discussed idea of digital format—Fulton probably doesn't want to give up paper business. Need to consider alternatives (i.e., get our own clean copies that we can reproduce). Better chance to sell them if we package multiple years on one CD. Reproductions of print aren't selling much now anyway, so not a high demand for it.	Smith	TBD
Perform audit on membership database; see if former automated status report sheets with macros can be re-applied	Young	TBD
Town of Mt. Airy has purchased the Mt. Airy station and will move their archives there, considering building a model layout of the B&O RR in Mt. Airy. The most the Society would do is provide advice on how it would look, but not do the actual modeling work.	Corn	TBD
Email everyone potential additional logos/images for web site (freshen-up the graphics)	Corn	TBD
New advisory director: Ask Ira Silverman	Smith	TBD
Send letter to Ray Morris (CSX Cumberland Terminal), about advisory director position with BORHS	Fry	Ray Morris longer with CSX, have no contact info, need to recruit someone else – closed
Provide archives information on towers to Elliott. Winslow sent photos, has a database with 87 drawings.	Freeman, Winslow	Completed
Get estimates for WHQ roof repair/replacement	Berry, Winslow, Smith	Completed
Send e-copies of latest policies & procedures documents to Winslow	Young	Completed
Sell but 100 shares of CSX stock; use proceeds to pay for roof after using building fund (restricted) first	Winslow	Completed
Need to research FineArtAmerica.com site and Mohawk to confirm legitimacy (eCommerce, reputation, etc.).	Close, Fry, Corn	Completed

Actions from Latest BoD Meeting	Assignee	Target Date
Complete flyer for 2018 Eastern min-con and confirm	Fry	April 2018 (in

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Actions from Latest BoD Meeting	Assignee	Target Date
presenters		time for Q2 Sentinel mailing)
Obtain requirements for Boy Scouts of America Railroad merit badge requirements and distribute to all for review	Young	April 2018
Confirm time and location for next BoD meeting in Toledo OH (Western mini-con)	Fry	5/1/2018
Send Treasury policy to BoD so it can be voted on	Winslow	5/1/2018
Forward copy of proposed Dayton OH annual convention itinerary to Young	Fry	May 2018
Revise donor form to include statement that if every member donated \$25/year for 3 years, we could pay off the current \$90K mortgage on the building	Smith	May 2018
Provide By-Laws change text to Hubler to include on the ballot	Winslow	July 2018 (in time for Q3 Sentinel mailing)
Forward status on valuation map notes from National Archives	Fry, Smith	TBD