

**PIEDMONT DIVISION  
BOARD OF DIRECTORS MEETING REPORT  
January 10, 2012**

**Board of Directors Meeting**

Meeting called to order at 6:00 p.m. at Old Hickory House, Tucker, GA, by Charlie Crawford, Superintendent.

Board Members Present *as taken from the sign-in sheet (14)*: Charlie Crawford, Rick Coble, Bob McIntyre, Peter Youngblood, Howard Goodwin, Joe Sullivan, David Gelmini, Scott Chatfield, Mike Deaton, Bill Zawacki, Gary Jarabek, Walt Liles, Paul Rankin, I.D. Jackson

Absent (0):

Quorum Present

Committee Chairs, Division Members, and Visitors Present *as taken from the sign-in sheet (16)*: Perry Lamb, Ron Gough, Del Kittendorf, Diane Kittendorf, Joe Nichols, Sr., Joe Nichols, Jr., Ed Laity, Mike Scupin, Joe Gelmini, Bob Wood, Paul Voelker, Mary Ann Zawacki, Doug Alexander, Randall Watson, Ken Raymond, Tom Banks

**Officer and Director Reports**

***Administration—Rick Coble***

Rick has completed the 2012 BOD contact list, as required by our bylaws. Scott Povlot has updated our website with this information.

A motion was made by Howard Goodwin to approve the November 2011 minutes. Seconded by Peter Youngblood. Motion passed.

***Finance—I.D. Jackson (Chris White)***

November Report (Chris White)

Chris distributed the November Financial Report as an Excel spreadsheet. He has the following comments:

The monthly and YTD summary is attached as an Excel spreadsheet with detailed information attached to the appropriate cells. November was a relatively quiet month, and my comments are as follows:

- We received Table Rental Income and incurred expenses for the second down payment to the Cobb Galleria.
- We realized a net gain from Gary Jarabek's sale of clothing.
- The final cost for the 2011 Pilgrimage was well below the last few years. This was due to increased sales of Booklet ads and reduced cost of printing the Booklet.
- We received a profit during November (for 2011) for the sale of sodas to members at the monthly meetings.
- We received Boy Scout checks for the Kennesaw Merit Badge program.
- We sold tickets for the 2012 Train Show Raffle Layout. (The layout was on show to the public at my house during the Pilgrimage.)
- We incurred payment for 2 months of rental storage.

**PIEDMONT DIVISION  
BOARD OF DIRECTORS MEETING REPORT  
January 10, 2012**

***Finance—continued***

December Report (Chris White)

Chris White distributed the December Financial Report as an Excel spreadsheet and included the following:

This will be my final report to you as my term expired on 31 December 2011.

ID Jackson and I had a very successful takeover yesterday, including transfers at the bank and on the internet.

For the end of the year, I am attaching a number of spreadsheets for your review, including the December report, full year details, a comparison between 2011 actual and 2011 budget, and finally a preliminary 2012 Budget to be finalised by ID.

December was a very quiet month and I have the following comments.

- We received 2012 Train Show Table Rental Income.
- We made a donation to Alex's Lemonade Stand Foundation (in recognition of the generous assistance with our printing expenses in 2011.)
- We paid the Southern Museum for the Boy Scout Merit Badge program. Note: Bill Ello answered questions concerning costs related to the Kennesaw BSA program. This is included in the *Boy Scout Merit Badge Program (Kennesaw)* section of committee reports. (DOA)
- We purchased end of year award plaques.
- I have noticed a gradual drop in the collection amount each month during 2011. This may be a result of the continuing poor economy, but I would recommend that additional emphasis be given to the offsetting cost of our room rental. We have averaged close to 100 attendees during the year but we failed to cover our costs during 2011.
- ID will be finalising the 2012 Budget. I have attached the latest draft for your review. The preliminary budget includes spending levels nearly \$2000 more than 2011 actual and I would suggest that all items be thoroughly reviewed prior to approval.

As always, if you have any questions or comments please email or call. I do not plan to attend the January Board meeting. ID will request the latest input from you regarding the 2012 Budget and will also request Board approval for our accounting fees for 2012.

A motion was made by Joe Sullivan to approve the November and December financial reports. Seconded by Howard Goodwin. Motion passed.

***Operations—Howard Goodwin***

Preparation is being made to fill in the Operations Calendar for the rest of 2012, second thru fourth quarters. Invitations have gone out for presenters and announcements will be made at the General Meeting for Layout tours. It is hoped to have the 2012 Operations Calendar complete by the end of the second quarter.

Train N' Camp sessions are being looked at in addition to other activities that will be on the books. Our Auction will be on the 21<sup>st</sup> at the church in Marietta. There will be another program presented at Hobbytown USA in early February on "Trackwork Basics" which will highlight various methods of track laying and building, including wiring, switches and ballasting. This is NOT a

**PIEDMONT DIVISION  
BOARD OF DIRECTORS MEETING REPORT  
January 10, 2012**

***Operations—continued***

Train N' Camp session but is open for any and all Division members who are just getting started in the hobby and need some basic info. It will be presented by Paul Osman and Howard Goodwin. Check with the hobby shop for time and place (room).

Activities coming up that will require the Membership Booth with 2013 Convention info:

*Trains, Trains, Trains* event at the Kennesaw Museum of Civil War and Locomotive History on Jan 21<sup>st</sup>. This is a very busy day for a good many of us as there is an SER Board Meeting in Birmingham, plus the auction later on that evening. Hopefully the Birmingham Bunch will be back in time to participate in the auction in Marietta.

A motion was made by Bill Zawacki to approve the Director of Operations report. Seconded by Joe Sullivan. Motion passed.

***Personnel/Membership - Paul Rankin***

Paul will have the membership booth at both the January 14 model train show in Norcross and *Trains, Trains, Trains* in Kennesaw on the 21<sup>st</sup>.

**Committee Reports**

***Peachtree Express— Bob McIntyre***

The next meeting will be on January 11<sup>th</sup> between 5-6PM at First Presbyterian Church in Marietta. Major topics to discuss will be Convention Cars, Tours, Banquets (NMRA, SIGs, and Magnolia Club), and budget numbers. Emphasis will be on timelines. This is to assist in scheduling all key activities. Gary Jarabek is working on this project. The Committee is also looking into when the NMRA National Committee will be coming to Atlanta to review the venue, our progress, and our budget. Scott Chatfield has stepped forward to assist is bus activities.

***Piedmont Pilgrimage - Bob McIntyre***

Earlier availability (September meeting) and distribution of Pilgrimage booklets was a topic at the September Strategic Planning Meeting. Bob and the Pilgrimage committee took a look at earlier distribution and decided against going with a September meeting target.

***Member Aid— Bob McIntyre***

No new requests.

***Achievement Program-Bob McIntyre***

There has been a delay in getting the MMR plaques to Charlie Crawford, Bill Zawacki, and Charlie Millar. We were informed that Charlie Crawford's and Bill Zawacki's plaques were sent to them. They are planning on bringing them to the January meeting for presentation. Charlie Millar's plaque should be available to handing out during the January meeting. It was sent later than the first two. The delay was due to continued health issues with Paul Richardson.

Bob will present a number of certificates at the January meeting.

**PIEDMONT DIVISION  
BOARD OF DIRECTORS MEETING REPORT  
January 10, 2012**

***Timetable - Doug Alexander***

Doug distributed a copy of the new Timetable to meeting attendees. It has a new look and feel. The new Timetable was well received. The current edition is running late and will be mailed as soon as it is ready to go.

Doug also welcomes constructive criticism, suggestions, and comments about the Timetable.

***Advertising and Promotion/Division Apparel - Gary Jarabek***

**Advertising:**

Monthly Meetings

NMRA submitted through March 2012 Issue

Railroad Model Craftsman submitted through February 2012 Issue.

Trains.com submitted through March 2012

The February meeting notice reflects the Marietta location.

Train Show

NMRA submitted for March

Railroad Model Craftsman submitted for March

Trains.com through March

**Company Store:**

There are only med and XL of old style short sleeve polo shirts left to sell. These will be sold at \$28.00.

Putty polo shirts only 2XL remain at the price of \$33.00, 2XL.

Blue polo shirt is in stock. Complete size range (med to 3XL).

Med to 2XL available in long sleeve denim shirts. .

Caps are also in stock.

Mugs will be distributed to new NMRA members.

Aprons

A few aprons that were ordered in October were not picked up at the Nov and Dec meetings.

A few new orders were placed in December and should be ready for the January meeting.

***Model Train Show (2012) –Joe Gelmini***

- We are 77% sold/reserved on vendor tables
- 2nd vendor mail-out will go out week of Jan 15.
- Train show website has been updated with 2012 vendor list and raffle layout information.

The committee met prior to the January BOD meeting. The volunteer sheet will be available at the January general meeting. The committee will run radio ads. Peter Youngblood is putting together a package for local TV stations. Also considering taking the raffle layout to morning TV news shows.

**PIEDMONT DIVISION  
BOARD OF DIRECTORS MEETING REPORT  
January 10, 2012**

***Good and Welfare –Joe Gelmini***

Get well letters sent to Peter Youngblood and Dan Mason, both recuperating from recent major surgery.

Chuck Hoesch had knee replacement surgery on the 10<sup>th</sup>. Mary Ann reports the surgery went well and Chuck is recovering.

***Website - Scott Povlot***

The division website had 18,637 in November 2011 and 7,458 in December 2011.

The Quarterly schedule has been updated.

***Boy Scout Merit Badge Program (Duluth) - John Stevens***

1. I am still working on the Girl Scouts of America (GSA) program. No progress to report.
2. I have been contacted by a scout who earned the Railroading Merit Badge through the Duluth program that wants to do his project at the SRM. I will keep you updated on his progress.
3. The 2012 dates for the scout program will be April 21 and September 22.

***Boy Scout Merit Badge Program (Kennesaw) - Bill Ello, Howard Goodwin***

Bill Ello answered questions concerning costs associated with the December BSA session (as referenced in the December financial report). The delay in submitting collected funds to the Director of Finance was discussed.

Bill recommends not holding sessions in December due to availability of instructors and scouts and activity at the museum.

***Audio-Visual Production & Promotion Committee-Peter Youngblood***

The TV commercial for the March Piedmont Train Show has been re-edited by Peter Youngblood and Green Frog Productions to show this year's dates. Gary Jarabek has been mailed DVD copies for television use.

2012 Train Show Raffle Layout:

Peter has photographed it for promotional packaging aimed at getting the layout to appear in studio on one or more local morning TV talk shows the week preceding the Train Show.

PE 2013:

A photo by Peter Youngblood of George Bloodworth's L&K layout was published in "Trackside Photos" in February's Model Railroader.

***Name Badges - James Bando***

James reports four new name badges since November 2011.

**PIEDMONT DIVISION  
BOARD OF DIRECTORS MEETING REPORT  
January 10, 2012**

***Division Video Library - David Gelmini***

David estimates that conversion of VHS tapes to DVD will be complete in approximately two months.

**Old Business**

***Operations Jamboree (Howard Goodwin)***

Howard Goodwin is in the process of planning Operations Jamboree for 2012. Milt Burge will assist with this program. Dates are to be determined.

***Facilities***

Member notification by postcard will take place prior to the February meeting. The card design and mailing date needs to be finalized. Rick Coble recommends Saturday February 4, 2012. Cards will arrive Monday the 6<sup>th</sup> or Tuesday the 7<sup>th</sup>.

Notification will also be in the Timetable and on the website.

Superintendent Crawford has appointed a new facilities committee to continue a search for a potential new meeting location. Milt Burge, Chris White, and Bill Zawacki will report finds to the BOD in April or May.

***Raffle Layout***

The layout is complete and is currently stored in Bob McIntyre's basement.

***Member Privacy - Rick Coble***

Rick looked at the following items to be reviewed to remain in accordance of the division, region, and national confidentiality/privacy policies:

**Membership lists.**

Focus on distribution of lists. The region registrar emails a division membership report at the beginning of each month. The superintendent will send a copy to an established list of members conducting official business. That list can also be distributed to any division member conducting official business.

**Web content**

Rick sent an email to members on the contact list. He received a few bounced emails, and will follow up, but no requests to remove personal information.

BOD members and committee chairs continue to display personal information.

**Pilgrimage**

Gary Jarabek has previously included a statement that host information will be available on the web. He will visit again for 2012.

**PIEDMONT DIVISION  
BOARD OF DIRECTORS MEETING REPORT  
January 10, 2012**

***Member Privacy - continued***

Official emails

Because the probability that one or more recipients on a large email distribution list do not wish to share their email address with others on the list, any message sent to a group on behalf of the division (official business) should mask the names of the recipients. This may be done by placing their name in blind copy (bcc).

Opt In from National

National now asks members if they wish that their personal information be made available upon inquiry. Monthly rosters will include this information. The division will contact any member who has chosen not to Opt In and find out if this is for all levels of the NMRA. If so, the division should create a system to maintain this information.

***Strategic Planning Meeting***

Rick Coble sent an email to committee heads and board members with the status of action items at the SPM:

Most action items from the meeting have been addressed or are being considered, including:

- Review of auction frequency to take place after the March Model Train Show.
- Additional Peachtree Express status reports to the membership.
- Consider earlier availability of Piedmont Pilgrimage booklet. Reviewed and current timeline/distribution targets remain in place.
- Moving OpsJam to the 2nd Quarter of the Year to avoid Fall conflicts.

The electronic newsletter is an outstanding item. This should be addressed soon.

**New Business**

***Piedmont Pilgrimage (Peter Youngblood)***

For discussion: The inclusion of a Golden Spike award form in all layout hosts packets. This to motivate either hosts or visitors to qualify for the award and furthermore as encouragement to participate in the Achievement Program.

The committee will include the Golden Spike form in host packages. During the 2013 layout selection process, four layouts received the Golden Spike certificate.

Has the Pilgrimage grown to the point where 78-80 layouts are too many causing visitor interest/attendance to lessen over too many weekends? Some hosts might consider skipping a year if their layouts haven't progressed noticeably.

Bob McIntyre, Piedmont Pilgrimage Chair, said that the host always has an option to opt out. The committee will leave the decision to host participants.

**PIEDMONT DIVISION**  
**BOARD OF DIRECTORS MEETING REPORT**  
**January 10, 2012**

***Piedmont Pilgrimage-continued***

Joe Sullivan proposed opening six layouts the weekend after the March Train Show. Promoting the layouts at the show would increase public attendance at future layout open houses. John Travis proposed increased promotion of current March layouts. Howard Goodwin will look into increased promotion at show.

The Meeting Adjourned at 6:51 p.m.

Respectfully submitted,  
Rick Coble, Director of Administration