

**PIEDMONT DIVISION
BOARD OF DIRECTORS MEETING REPORT
March 8, 2011**

Board of Directors Meeting

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

Board Members Present *as taken from the sign-in sheet* (13): Rick Coble, Bob McIntyre, Joe Sullivan, Paul Rankin, David Gelmini, Charlie Crawford, Howard Goodwin, Gary Jarabek, Bill Zawacki, Scott Chatfield, Scott Povlot, Peter Youngblood, Mike Deaton

Absent (1): Chris White

Quorum Present

Committee Chairs, Division Members, and Visitors Present *as taken from the sign-in sheet* (24): Perry Lamb, Louie Gomes, Walt Liles, Joe Nichols, Sr., Alan Mole, Bill Lyons, Ed Laity, John Blanchard, I.D. Jackson, Randall Watson, Joe Gelmini, Del Kittendorf, Diane Kittendorf, Tom Banks, Joe Nichols, Jr., Ron Gough, Lenny Polinsky, Victor Pitrowski, John Stevens, Bill Knecht, John Travis, Jim Wolfe, Ken Raymond, Stephen Leydon

Officer and Director Reports

Administration—Rick Coble

Bill Zawacki made a motion to accept the Minutes to the February meeting. Seconded by Bob McIntyre. Motion Passed.

Rick has completed the 2011 Committee List.

Finance—Chris White

Chris distributed the February Financial Report prior to the meeting and included the following comments:

The January Auction returned a profit.

We received income from 2011 Train Show Table rentals and paid Galleria their 3rd installment.

We purchased additional shirt inventory and received income for shirts. We paid Dillon for cable rentals and had a payment for our website.

Charlie Crawford made a motion to accept the January Financial Report. Seconded by Bill Zawacki. Motion passed.

Operations—Charlie Crawford

Charlie needs to fill in a couple of clinics for remainder of 2011. Also need to fill in open house tours for July-September 2011.

The storage space is rented on a month to month basis at Extra Space Storage on Montreal Road. The cost includes property insurance. We can have this waived if we carry insurance on our own and provide them with a certificate of insurance.

The 5' x 10' floor space is nearly filled. He has been looking into shelving and will purchase.

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Membership – Paul Rankin

We had 105 attendees at our February meeting, and we set up the membership booth at the World's Greatest Hobby Show at the Cobb Galleria on the following weekend.

Committee Reports

Achievement Program—Bob McIntyre

Received four applications from Bill Zawacki. Received one application from Peter Youngblood

Peachtree Express— Bob McIntyre

The committee held a meeting March 5th. Main subjects to discussed: On-line registration, off-line registration, setting up for Sacramento Convention (registration), updating booth (adding dates), early registration package, hotel rooms needed for volunteers in Sacramento, and getting the Division computer set up for wireless and credit cards.

Member Aid— Bob McIntyre

Nothing new to report.

Advertising and Promotion/Division Apparel—Gary Jarabek

Advertising:

Monthly Meetings

NMRA submitted through June 2011 Issue
Railroad Model Craftsman submitted through June 2011 Issue.
Trains.com submitted through June 2011

Train Show

Trains.com
NMRA January, February and March issues
Railroad Model Craftsman February and March issues.

Company Store:

There are only med and XL of old style short sleeve polo shirts left to sell.
New polo shirts in stock, complete size range.
Our new polo shirt was short lived. It has been discontinued.
The third style polo shirt is in stock.

Med to 2XL available in long sleeve denim shirts. .
There is 1 vest left. Two new vest styles were submitted, but were not suitable.
Caps are also in stock.
Mugs will be distributed to new NMRA members.

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Model Train Show (2011) –Joe Gelmini

Vendor space is 100% sold out. So far I've turned down requests for 12 additional tables.

Insurance certificates, raffle license and business license have been secured. Table vendor has been contracted. I'm currently contracting for required first-aid service.

A train show committee meeting was held March 8 prior to the BOD meeting.

Good and Welfare –Joe Gelmini

No activity

Division Video Library – David Gelmini

The video and Book libraries have been separated by vote at the last board meeting. Additional funds were secured to make DVD back-up copies of the rest of the VHS library.

At such time that the usable VHS tapes are copied, David will be returning to the owners any tapes on "loan" and boxing the tapes that still play for "long-term" storage. Any tapes that cannot play or are badly damaged should be trashed.

David has been working on getting the DVD/VHS inventory logged into a computer program that will allow him to just log out each DVD to a member and the computer will keep track of who has what. This program will also be able to email members with a reminder of the DVDs/VHSs they have at a set interval, say three months, and remind them in case they forgot about it (hopefully!).

David is looking for some new and unique DVD to add to our collection as well as updating the labels and covers for the existing ones in the collection.

Timetable-Rick Coble

Louie Gomes is the new Timetable editor. Rick is including him on items sent for this edition and will turn everything over to Louie as soon as this edition goes out.

Website-Scott Povlot

The website received 33,425 page requests in February 2011.

Scott distributed a separate report with web traffic history before the meeting.

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Boy Scout Merit Badge Program-John Stevens

1. I have ordered and received 25 cars for the switching layouts. The vendor made a donation of 5 cars and charged us dealer cost on the other 20 cars. Total average cost for the cars was under \$11.00/car.
2. James Deaton had his Eagle Scout Court of Honor at the end of February. There were a number of Piedmont members in attendance.
3. We got a large number of the counselors reregistered at the February meeting. I hope to have the rest completed by the end of the month.
4. I have been asked to hold a Round Table type discussion on presenting a merit badge program at this year's National Convention in Sacramento in July. I will be using pictures of our program as one way to present the program. I will also be participating in a similar program led by Bill Eilo at the SER Convention in Macon.
5. The next date for our program will be April 30 at the Southeastern Railway Museum. I opened registration for that program on Tuesday. We have 25 scouts currently registered. I expect we will be full by the Tuesday night meeting. The fall session will be September 17.

Note: The Spring session is full as of the March 8, 2011 meeting.

Auctions-Howard Goodwin

The next auction is scheduled for Thursday, August 11, 2011 at the First Presbyterian Church in Marietta.

Special Projects-Perry Lamb

The scenery clinic has been moved to the second quarter because of the train show. The Training camp session is scheduled for April 9th at Hobby Town USA in Kennesaw

Name Badges-Bill Lyons

No report. Due to a busy schedule, Bill is unable to devote time as Name Badges chair. Bill sent notice to Howard Goodwin that he will step down.

Facilities - Alan Mole/Howard Goodwin

Alan reported on visit to First Presbyterian Church in Marietta. Also in attendance Perry Lamb, Bob Wood & Charlie Crawford. See *Old Business* for more information.

Audio-Visual Production & Promotion Committee-Peter Youngblood

March 25th has been set as the date arranged by SER President Joe Gelmini for the A/V Team to join him on an on-site visit to Macon State College. The purpose of the visit is to determine what existing Piedmont Division A/V equipment will be brought to the May SER Convention to videotape & record the "Judging in the AP" clinic.

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Old Business

Raffle Layouts 2011 and Beyond- Howard Goodwin

The 2011 raffle layout is on display at TrainMaster Models in Buford. It will be moved to the Cobb Galleria on the Friday of the train show.

The Chattahoochee Express Operating Group is working on the 2012 layout and estimates that it will be completed at the end of June.

Hospital Layout – Tether Collection - John Travis

At the February 2011 BOD meeting, the BOD approved the *establishment of a committee to investigate the costs of building a display layout for the Tether project* at the Northeast Georgia Medical Center in Gainesville. John Travis agreed to organize the committee and oversee this phase of the project.

John reported on activity during the last month.

We had a busy week with some key decisions being made. But first of all we are on HOLD for the display case as the hospital needs to assign a Project Manager as our interface. The PM will guide us on elements of safety, lighting, electrical requirements and size restrictions. Our hospital contact, Sonja Smith, just found out about this requirement on Wednesday, so we can only do so much at this point.

Here is a summary of our work this past month:

- The layout has been changed to be in one display case about 4 by 10 feet. This is a major change and simplifies both construction and moving the layout. It also has a major impact on cost. Previously it was to be two display cases in an 'L' shape.
- We have a cabinet maker, Dowlen Lloyd. Dowlen is a member of Piedmont and a great fit for this task. I did not hear from any other volunteers and could not wait any longer to get this important task assigned. The display case is being done on a commercial basis, which is what I envisioned all along.
- We have a preliminary design for the display case. We will not proceed any further with design work until we meet with the hospital Project Manager.
- Dowlen and I met with our hospital contact, Sonja Smith, at the job site to take final measurements, talk colors, etc.
- We also visited the Interactive Neighborhood for Kids (INC) Museum in Gainesville to view their kids operating train display. It is much larger than ours, but has many of the same elements: Plexiglas Sides to protect the display, lots of buttons for operating accessories and trains that run on a short (1 minute) timer.
- As before, the layout will be built using the space at Trainmaster in Buford and will be installed at the Medical Center in Gainesville.

I also contacted Roger Drake who built and maintains the INC display layout. In addition to the layout at INC, he also is familiar with layouts at the Ronald McDonald House and Lanier Village.

- He is happy to provide guidance to our construction crew
- Kids must be supervised or they will cause problems
- It is imperative that someone maintain the layout on a regular basis (every 7 to 10 days), plus when called.
- A 4 by 8 track plan would work well for display
- He recommends trains by MTH in tinplate (LGB has a problem providing repair parts)

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Hospital Layout – Tether Collection - Continued

- He has several train sets and changes them out as needed. So, a running set and others in repair or being cleaned or lubricated.
- And has thoughts on equipment, gears, wheels, motors, electrical pickup, etc.
- He provides a lot of experience on the 'trains' part of this project.

At this point, we are ready to establish a budget for the train part of the layout. So we need volunteers:

- Familiar with O gage tinplate trains
- To identify trains & accessories that would be appropriate
- Establish a cost and time budget
- Design & build a very reliable layout
- Knowledge in modern electronics for lights & sounds

John will ask for volunteers at the general meeting.

Policy for Accepting Layouts

Joe Sullivan has composed a draft policy for accepting donations and is incorporating feedback into a revision. Joe provided a copy to BOD for review and comments. After discussion, Peter Youngblood made a motion to accept the policy. Motion seconded and passed.

Outreach Program

Walt Liles agreed to chair the outreach program.

Promotion of Peachtree Express at the 2011 Narrow Gauge Convention-Howard Goodwin

Howard Goodwin has been in touch with an organizer of the 2011 Narrow Gauge Convention, to be held September 7-10 in Hickory, NC, about participating in the 2011 Narrow Gauge Convention in Hickory, NC. Howard would like to take the Peachtree Express booth to the convention.

Train Magazine for Kids (Howard Goodwin)

The BOD discussed the possibility of using Kalmbach's new magazine aimed at children as a promotional item at outreach events, such as BSA merit badge clinics. After discussion, it was decided that the magazine was aimed at younger children, and was not appropriate for scouts attending our merit badge clinics. The BOD decided not to purchase and distribute Kalmbach's magazine. Kalmbach has other publications geared towards beginners to the hobby.

Boy Scout Merit Badge Program Expansion to Kennesaw (Howard Goodwin)

Our first program is tentatively set for the 18th or 25th of June.

Howard Goodwin has obtained a Zephyr system from Digitrax and is contacting Bachman about cars.

Division Achievement Program Day (Peter Youngblood)

The Division Achievement Program date is tentatively scheduled for August 27, 2011 at HobbyTown USA in Kennesaw.

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Enhancements to Company Store - Web (Gary Jarabek)

At the Strategic Planning Meeting, Gary Jarabek submitted a proposal outlining updates to the company store page on the website. Gary needs time from the web team to complete the changes.

Gary has new short sleeve polo shirts and will announce their arrival at the general meeting.

Operations Weekend (Joe Sullivan)

Joe Sullivan has previously proposed an operations weekend for operating groups in the division, in which operating group members would operate on layouts in other operating groups. He is also planning a rules class in conjunction with the program. Joe will survey membership at the general meeting.

Diamond Club Donation (Joe Gelmini)

Joe Gelmini asked that the Piedmont Division consider making a donation to the NMRA for the Diamond Club project. The BOD will discuss a possible donation after the results of the Model Train Show are in.

Facilities - New Location (Alan Mole)

Alan Mole reported on the review of the facilities at First Presbyterian Church in Marietta. Also in attendance were Perry Lamb, Bob Wood & Charlie Crawford.

Noted the suggestion that we try out the Marietta site as an experiment. Alan distributed a survey to those present. He also advised that he would circulate a "quick survey" in form of a sign-in sheet for March 8th meeting attendees. Discussion on whether to send out the longer survey to all Piedmont members was inconclusive. Results of the surveys will be tabulated and reported at the April BOD meeting.

New Business

No new business.

Joe Sullivan made a motion to adjourn the meeting. Seconded by Paul Rankin. Motion passed.

The Meeting Adjourned 6:42 PM

Respectfully submitted,
Rick Coble, Director of Administration