



**Northeastern Region NMRA
Board of Directors Meeting
Sunday, May 15, 2016**

1. President John Doehring called the meeting to order at 7:02 pm.

This meeting was conducted using “GoToMeeting” software over the internet and telephone.

Present at the meeting were President John Doehring and Directors Kevin Katta, Bill Brown, Robert Dennis, Barbara Hoblit, Steve Erickson and James Van Bokkelen. Director Steve McMullin was excused from the meeting. NER Treasurer Peter McKenney, NER Secretary Chip Faulter, NER Convention Chair David Insley, The Coupler Editor Jeff Paston and NER Convention Registrar Gerry Covino were also in attendance. A quorum being present, the meeting could proceed.

2. President Doehring stated that the agenda would be as previously e-mailed to the BOD. President Doehring called for any proposed changes to the agenda. There were four items added as noted below. The draft agenda is included in these minutes as Attachment (1).
 - Discussion of the Spate Award nomination process
 - Re-invigoration of the Division Superintendents’ Meeting
 - Proposed changes to The Coupler
 - Clarify that Staten Island comes under the cognizance of the NJ Area Director and not the NYC/LI Area Director. President Doehring addressed this item immediately stating that that was his understanding. Several other Directors concurred that this was their understanding as well. Therefore, let the record clarify that Staten Island comes under the cognizance of the NJ Area Director. **Secretary Faulter took responsibility to follow up and make sure that the By-Laws, NER website and any other NER documentation reflect this clarification.** It is noted that Staten Island is part of the Garden State Division.
3. President Doehring called for the standard reports.

a. President's Report

President Doehring asked that the BOD perform one vote at the end of all of the reports to accept them as a block. The BOD agreed with this approach.

President Doehring reviewed the action items he took responsibility for at the 1/5/16 BOD meeting. These items are summarized below:

NER Convention Chair Insley was assigned responsibility to update the NER Convention Handbook replacing names of former convention officers with just the titles. Convention Chair Insley reported that no action had been taken to date. This action item is carried forward.

President Doehring took responsibility to develop a proposal for procuring a "GoToMeeting" account and bring it to the NER BOD at the next meeting for approval.
3/8/16 status - President Doehring recommended that the NER purchase this account for use at the Region (BOD and committees) level and in our Divisions. Treasurer McKenney suggested that this expenditure become a yearly budget item and took responsibility to include it in the annual budget process. The responsibility for procurement of the account and administration was not addressed however and should be revisited at the next BOD meeting. 5/15/16 status – After further discussion it was decided to test using freeware before purchasing the GoToMeeting license. This action item is carried forward.

And from the 3/8/16 BOD meeting:

President Doehring took responsibility to contact Nominating Committee Chair Wortmann and discuss the status of the Nominating Committee. President Doehring talked to Nominating Chair Wortmann and explained his vision for expanding the role to include leadership development. Nominating Chair Wortmann has been named as the NER Convention Chair for the 2018 NER Convention to be hosted by the Garden State Division. Further, Nominating Chair Wortmann indicated that he was not interested in taking on more responsibility on the Nominating Committee. By mutual agreement, Chair Wortmann has been excused as the NER Nominating Committee Chair. The NER BOD recognizes his contribution and thanks him for his service. However, Tom Wortmann did wish to continue to be the Ballot Committee Chair. President Doehring stated that a potential candidate had been identified to take over the Nominating Committee Chair position and that a meeting had been scheduled to discuss the position with the candidate.

b. Secretary's Report

The meeting minutes for the 3/8/16 NER BOD meeting were sent to meeting participants shortly after the meeting for review and comment. Several comments were incorporated and a final draft posted on the NER website in mid-March. There were no further comments suggested at this meeting.

c. Treasurer's Report

Treasurer McKenney had previously provided his Interim Report to the NER BOD and Officers via e-mail. Treasurer McKenney summarized the report and noted that an additional \$79 had been received from NMRA HQ. He will distribute those funds during the next disbursement to the divisions in about 5 months. The Interim Treasurer's Report is included in these minutes as Attachment (2).

President Doehring stated that Seacoast Division member Joe Santoro had volunteered to be the Investment Committee Chair pending NER BOD approval. Treasurer McKenney noted that Joe is a well-qualified CPA with considerable experience. Bob Dennis moved, seconded by Barbara Hoblit, to accept President Doehring's appointment of Joe Santoro as the Investment Committee Chair. There was no opposition to this motion. Motion carried.

The Investment Committee is made up of the Chair, NER Treasurer McKenney and 2 others yet to be named. **President Doehring assigned responsibility to Investment Committee Chair Santoro to complete recruitment of the 2 other members to the team and re-invest the money asap.**

d. Office Manager Report

No report was provided.

e. NER Convention Chair Report

NER Convention Chair Insley submitted his report to the BOD via e-mail in advance of the meeting and it is included in these minutes as Attachment (3). Chair Insley summarized that everything is on-track for the convention in Albany this fall. There have been 44 registrants so far and 3 of the operating sessions are already full. NYC/LI Area Director Katta stated that the Sunrise Trail Division was really not interested in hosting an NER Convention in 2019. **President Doehring was not ready to accept this as the final answer, and suggested that he (President Doehring) and NER Convention Chair Insley make a trip down to Long Island and meet with the Sunrise Trail leadership team to discuss this further. President Doehring asked that this be noted as an action item.**

f. Achievement Program Report

AP Chair Brown noted that AP certificate winners from both this year and last year will be recognized during the banquet at this year's convention. He also noted that he worked with the NER Treasurer to identify annual AP budget requirements. Finally, he noted that a recent illness at the AP national level had caused some delays in the processing of AP certificates but that certificates were now coming through again.

g. Webmaster's Report

Webmaster Poor did not provide an advance report and he was not present at the meeting. President Doehring provided a brief summary of the hack attack that occurred previously, noted that Webmaster Poor had recently "retired" but was finding he had even less time retired than he had when he was "working." President Doehring noted that Webmaster Poor was not opposed to receiving help or relief in his webmaster responsibilities.

h. The Coupler Editor's Report

Editor Paston reported that Glenn Glasstetter from the Green Mountain Division who has been a frequent contributor to The Coupler is ill and will probably not be contributing in the foreseeable future. Editor Paston indicated that the contribution rate for articles has been good.

Editor Paston requested approval from the BOD to 1) change from B&W to color for the printed version of The Coupler and 2) increase the hardcopy annual subscription rate from \$7 to \$10. This increase would be effective in the future, with a 6 month, 2 issue lead time. Gerry Covino suggested verifying the change to color will not increase the mailing cost. Director Erickson moved that the hardcopy printed version of The Coupler be changed from B&W to color, and that the cost of a hardcopy subscription of The Coupler be increased from \$7 to \$10 per year. This motion was seconded by Bob Dennis. Director Van Bokkelen was opposed. The motion carried.

Editor Paston also stated his thoughts about also charging members for the on-line subscription to The Coupler. President Doehring stated he was not in favor of such a move. No follow-on action was assigned.

i. Strategic Planning Committee Report

President Doehring provided a draft of a strategic plan to Director Erickson titled "NER 2021" that he created based upon the survey results from last year to try and jump start the strategic planning process. President Doehring stated that there are pros and cons of starting this way but wants to get the process moving. The goal is still to roll out the draft of the plan at the convention in Albany. Director Brown suggested identifying the top 5 items from the survey data, assign a responsible name and timeline for completion. Director Brown noted that one of the biggest issues is redefining the areas of responsibility for Area Directors. **Director Erickson was assigned responsibility to review the document created by President Doehring and determine if that can be used as a starting point, and if so, get the Strategic Planning Committee together and move forward with that document as a basis.**

j. Nominating Committee Report

No report was provided. See the minutes under the President's Report.

k. Long Island/NYC Area Director's Report

Director Katta reported that the Island Ops weekend was a success. Director Katta also stated that the Sunrise Trail Division Spring Event was attended by about 40 members but the event lost money due to the Division buying lunch for all of the attendees.

President Doehring stated that operations events (like the Island Ops or the recent central NY operations weekend) should be well publicized in the future.

l. New York State Area Director's Report

Director Brown stated that the "Ops 'till you drop" weekend was a success.

Director Brown also provided the results of the recent elections in the CNY Division:

Bob Verkuyl - Super
Roger Beiswenger - Asst Super
Ed O'Rourke - clerk
Charlie Albee – treasurer

The Hudson-Berkshire Division convention planning continues to go well and he is traveling to one of their meetings to make a presentation to them on the Achievement Program.

Director Brown stated that he had not had too much contact with the Hudson Valley Division but intends to improve that situation.

m. New Jersey Area Director's Report

Director Dennis submitted a report in advance of the meeting via e-mail to the NER BOD. That report is included below as provided:

"The New Jersey Division Board of Directors is scheduled to meet in June, so there is nothing new to report at this time.

However, we will hold a joint meet on May 14, 2016 with the New Jersey Division of the MER at Info Age Camp Evans in Wall Township. This meeting will be our annual business meeting where we are proposing a new position of Immediate Past President on the GSD Board of Directors. This will require a change to our Constitution, specifically, Article 4 Section 2 from: "The Board of Directors (BOD) shall comprise the President, Vice President, Secretary -Treasurer or Secretary and Treasurer, if the offices are separated, and at least two Directors at Large. The total number of members on the BOD should be an odd number to prevent tie votes." To the following: "The Board of Directors (BOD) shall comprise the President, Vice President, Secretary -Treasurer or Secretary and Treasurer, if the offices are separated, Immediate Past President, if willing and able, and at least two Directors at Large.""

n. CT/RI Area Director's Report

Director Erickson stated that Sue Osberg is the new superintendent for the Little Rhody Division and that the Little Rhody Division will celebrate its 50th anniversary in June 2016.

The Nutmeg Division has meetings every 2 months throughout the fall, winter and spring. Their last meeting will be in May until the fall. The Nutmeg Division is looking for candidates in support of their upcoming elections.

The topic of which Area Director has cognizance over the Metro-North Division was discussed. Director Katta claimed responsibility for oversight. [Note that after further research... the Metro-North Division consists of two counties, Westchester County, NY and Fairfield County, CT. Article IX, Section 1 of the NER By-Laws dated 4/2010 specifies the territories for NER Area Directors. The NY State Area Director and the CT/RI Area Director respectively are assigned to represent members in these counties. The NYC/LI Area Director represents members in the boroughs of NYC excepting Staten Island (as previously

clarified and the two counties of Long Island, NY. Ken May recalled a NER BOD decisions years ago to have the CT/RI Area Director alone represent all of the members in the Metro-North Division but I have yet to find any evidence of that policy decision in past NER BOD meeting minutes or the NER Executive Handbook. While the decision of the BOD to have Director Katta take oversight over the Metro-North Division stands, this is clearly another area that needs to be reviewed as part of the strategic planning process. Secretary Faulter notes/opinion.]

o. MA Area Director's Report

Director Hoblit provided a report via e-mail to the BOD in advance of this meeting. The report is provided below as sent:

"The HUB division hosts an annual spring show, focused on modelers. Although, Spring TRAINING is open to the public, the show format (limited vendors, clinics, limited layouts) attracts those dedicated to the hobby unlike the division's bigger show held in November. The 2016 show was held on Sunday, April 3, 2016. Unfortunately, a somewhat unexpected morning snow storm affected the attendance, and therefore, the amount of money forecast to be made for the show. This was the second year in a row that weather seemed to impact attendance. Plans for next year's show include a change in venue in order to eliminate the high fees now being charged by many convention style hotels.

This year, the HUB Division will be presented at the 2016 Port City Rails Convention in Saint John, New Brunswick, Canada. This convention runs from May 19-22 and the HUB is sending a large modular layout, many members, some of whom will be giving clinics and participating in many of the planned events.

Director Hoblit noted that the Hub Division also had 2 new directors from Cape Cod.

Little Rhody Division

No update to report

Hudson Berkshire Division

No update to report"

p. Northern New England Area Director's Report

Director Van Bokkelen stated his concern over the NER promoting both the National Narrow Gauge Convention co-hosted by the Seacoast Division and the NER convention in Albany. These events fall on consecutive weekends in September. After some general discussion, no action was taken.

q. Canada Area Director's Report

There was no report.

Director Dennis moved that all of the reports be accepted as presented. The motion was seconded by Director Brown. The motion carried with none opposed.

4. **NER Budget Update**

Treasurer McKenney included the draft budget in the Interim Treasurer's Report. As previously noted, the use of freeware will be tested before subscribing to the "GoToMeeting" service. However, a motion was made by Director Van Bokkelen to spend up to \$600/year to acquire a "GoToMeeting" subscription in the event the freeware test does not work. The motion was seconded by Bob Dennis. The motion carried with none opposed.

5. **Division Annual Reports**

Secretary Faulter reported that all 11 active divisions provided annual reports. President Doehring stated that there is a lot of information to be gleaned from these reports and requested the Area Directors read through them. President Doehring stated it was obvious that we have a wide variety of divisions in the NER. However, the one common theme seemed to be that divisions in good shape had strong leadership, and a means to create income.

President Doehring stated that reading through the annual reports reminded him of the need to resurrect the Division Superintendents' Meeting. This meeting had been previously chaired by the NER Vice President but lacking a VP, this meeting has not been held in some time. President Doehring committed to chairing that meeting himself until a VP is found.

6. **Other new items:**

It is time once again to develop a candidate list for the Robert W. Spate Public Service Award. Secretary Faulter has sent an e-mail to each Division Superintendent and each NER Area Director calling for nominations. Larry Cannon has volunteered to collect the nominations and present them to the award committee. The committee has yet to be formed.

President Doehring asked if the BOD thought there would be any interest in having an NER event coincident with the West Springfield train show. There seemed to be general consensus that an event would be of interest. Area Directors should provide any thoughts on the subject to President Doehring.

7. **Schedule for next meeting**

The next meeting is scheduled for Sunday, July 17, 2016 at 7:00 pm, and again will be conducted via Go-To-Meeting or a similar application.

8. President Doehring called for adjournment at 9:46 pm.



**Northeastern Region NMRA
Board of Directors Meeting
Sunday, May 15, 2016
7:00 pm to 9:00 pm**

This meeting will again be conducted using GoToMeeting via your computer or phone. Specific dial in instructions will be provided in advance of the meeting.

Proposed Agenda

1. Call to order – President Doehring
2. Any additional agenda items? Approval of the agenda
3. Call for the standard reports: (note that reports may just be summarized if previously submitted, no need to re-hash)
 1. President's Report, and status of action items:
 - i. From the 1/5/16 BOD meeting:
 1. Action to update the NER Convention handbook replacing names of former convention officials with the titles ... delegated to Convention Committee Chair Insley
 2. Action to develop a proposal to purchase a Go-To-Meeting account and bring to the next BOD meeting for approval
 - ii. From the 3/8/16 BOD Meeting
 1. Action to President Doehring to contact Nominating Chair Wortmann and discuss the status of the Nominating Committee
 2. Secretary's Report, approval of 3/8/16 BOD meeting minutes
 3. Treasurer's Report
 4. Office Manager Report
 5. Convention Committee Report

6. Achievement Program Report
7. Webmaster Report
8. The Coupler Editor's Report
9. Strategic Planning Committee Report
10. Nominating Committee Report
11. Long Island/NYC Area Director Report
12. New York State Area Director Report
13. New Jersey Area Director Report
14. CT/RI Area Director Report
15. MA Area Director Report
16. Northern New England Area Director Report
17. Canadian Maritimes Area Director Report
4. Presentation of proposed NER annual budget – McKenney
5. General discussion regarding submitted Division Annual Reports
6. Other new business ?
7. Schedule Next Meeting – Proposed ???

To: Board of Directors, Northeastern Region of the NMRA
From: Peter McKenney, NER Treasurer
Date: May 9, 2016

Interim Report

Cash Management The cash balance as of today is \$3,495, slightly higher than the last report. The present cash balance is adequate for anticipated expenditures for the foreseeable future.

Investment Portfolio The portfolio remains in cash awaiting the formation of the standing Investment Committee. Recruitment of a chair for the Committee is nearly done.

Budget Process for Fiscal Year Ending June 2017 The budget process is complete and I deeply thank those who served with me on the work group: Barbara Hoblit, Roger Oliver and Jeff Paston. All of us worked diligently over a period of five weeks to produce a recommended budget for the Board to consider.

One hidden cost involved in producing The Coupler involves printing extra copies each quarter to be available for divisions and the Region to use in recruiting new members. In the current fiscal year, a total of approximately 650 such extra copies were printed at a cost of \$0.60 each (\$393). We were not able to confirm with anyone whether these extra copies were consistently being put to good use. If anyone can provide information on this, please do so. Next fiscal year, if The Coupler is printed in color, the cost per copy will increase to \$1.13, almost double.

Detail of Communications Expense Constant Contact expenses, as you may recall, commenced in October, 2015. Until then, the costs had been paid monthly by Past President Youst out of his own funds. (I am not aware of any response from him to offers by the NER to reimburse him for these outlays.) The NER paid Constant Contact monthly for 7 months at which time President Doehring authorized payment on an annual basis to qualify for a greater discount. An annual payment of \$336 was made on April 26. The next payment for Constant Contact will be next May.

The total of disbursements this fiscal year to Constant Contact through today is \$578.25. The remaining \$629.93 disbursements in this expense account relate to the website hacking incident in February. The NER portion of this amount was only \$89.99. The NER paid for the cost of security software for six divisions and has not sought to be reimbursed from those divisions.

Next fiscal year, this category will also cover website expenses such as domain name registration, hosting services, and “dedicated IP.” Most likely it will also contain a fee for website security. Any direct cost attributable to a division will be billed to the division.

NMRA Dues Rebate The Region received \$1,394.50 from the NMRA on March 25 and these funds were disbursed to the respective divisions in proportion to their membership on March 26. All checks have cleared!

Attachments:

Balance Sheet

Statement of Revenue and Disbursements

Allocation of NMRA Rebate Worksheet

Northeastern Region of the NMRA
Balance Sheet
As of May 8, 2016

asis

	May 8, 16	Jun 30, 15	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Androscoggin Bank	3,494.90	4,758.88	-1,263.98	-26.6%
Total Checking/Savings	3,494.90	4,758.88	-1,263.98	-26.6%
Total Current Assets	3,494.90	4,758.88	-1,263.98	-26.6%
Other Assets				
Marketable Securities				
RBC Fixed Income Investme...	0.00	7,057.30	-7,057.30	-100.0%
RBC International Equities	0.00	18,629.85	-18,629.85	-100.0%
RBC Money Market Fund	46,310.84	143.83	46,167.01	32,098.3%
RBC US Equities	0.00	26,436.39	-26,436.39	-100.0%
Total Marketable Securities	46,310.84	52,267.37	-5,956.53	-11.4%
Security Deposits Asset	400.00	400.00	0.00	0.0%
Total Other Assets	46,710.84	52,667.37	-5,956.53	-11.3%
TOTAL ASSETS	50,205.74	57,426.25	-7,220.51	-12.6%
LIABILITIES & EQUITY				
Equity				
Distributions to divisions	-11,907.27	-8,600.78	-3,306.49	-38.4%
General Operating Invested Fu...	30,310.82	30,310.82	0.00	0.0%
Life Member Equity Fund (B Dir)	19,513.34	19,513.34	0.00	0.0%
Perm. Restricted Net Assets				
Spate Award Fund (Restricted)	1,360.05	1,360.05	0.00	0.0%
Total Perm. Restricted Net Ass...	1,360.05	1,360.05	0.00	0.0%
Unrestricted Net Assets	14,842.82	11,003.49	3,839.33	34.9%
Net Income	-3,914.02	3,839.33	-7,753.35	-202.0%
Total Equity	50,205.74	57,426.25	-7,220.51	-12.6%
TOTAL LIABILITIES & EQUITY	50,205.74	57,426.25	-7,220.51	-12.6%

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Basis

**Northeastern Region of the NMRA
Profit & Loss
July 1, 2015 through May 8, 2016**

	Jul 1, '15 - May 8,...	Jul 1, '14 - May 8,...	\$ Change	% Change
Ordinary Income/Expense				
Income				
Coupler Advertising	0.00	225.00	-225.00	-100.0%
NMRA Rebate income	2,886.50	2,980.00	-93.50	-3.1%
Other Types of Income				
Miscellaneous Revenue	0.00	81.89	-81.89	-100.0%
Total Other Types of Income	0.00	81.89	-81.89	-100.0%
Subscriptions for newsletter	5,695.45	4,439.00	1,256.45	28.3%
Total Income	8,581.95	7,725.89	856.06	11.1%
Expense				
Business Expenses				
AP expense	451.07	343.81	107.26	31.2%
Business Registration Fees	52.50	0.00	52.50	100.0%
Communications expense	1,208.18	0.00	1,208.18	100.0%
Coupler expenses	4,812.08	5,144.91	-332.83	-6.5%
Credit Card Expense	0.00	47.86	-47.86	-100.0%
Office expense	19.60	64.49	-44.89	-69.6%
Total Business Expenses	6,543.43	5,601.07	942.36	16.8%
Other Types of Expenses				
Investment Management Expe...	432.25	911.64	-479.39	-52.6%
Total Other Types of Expenses	432.25	911.64	-479.39	-52.6%
Total Expense	6,975.68	6,512.71	462.97	7.1%
Net Ordinary Income	1,606.27	1,213.18	393.09	32.4%
Other Income/Expense				
Other Income				
Investments				
Gain on sale of investments	-5,524.28	0.00	-5,524.28	-100.0%
Interest - checking account	3.99	4.41	-0.42	-9.5%
Total Investments	-5,520.29	4.41	-5,524.70	-125,276.6%
Transfer from Convention Fund	0.00	904.81	-904.81	-100.0%
Total Other Income	-5,520.29	909.22	-6,429.51	-707.2%
Net Other Income	-5,520.29	909.22	-6,429.51	-707.2%
Net Income	-3,914.02	2,122.40	-6,036.42	-284.4%

NORTHEASTERN REGION OF THE NMRA
Allocation of NMRA Rebate for Six Months Ended February 2016

Division #	Division	Members (per NMRA Roster report as of February, 2016)	Members of Active Divisions	Percentage Share	Distribution to Divisions of NMRA Remittance 6-months ended February 2016	Amount per Member of Active Divisions
	Unassigned	5				
1	Sunrise Trail	164	164	10.5%	145.85	
2	HUB	328	328	20.9%	291.71	
3	Alouette	27			-	
4	Garden State	222	222	14.2%	197.44	
5	Nutmeg	210	210	13.4%	186.76	
6	Little Rhody	85	85	5.4%	75.59	
7	Hudson-Berkshire	155	155	9.9%	137.85	
8	Seacoast	181	181	11.5%	160.97	
9	Hudson Valley	58	58	3.7%	51.58	
10	Central New York	69	69	4.4%	61.37	
12	Maritime	19			-	
13	Green Mountain	40	40	2.6%	35.57	
14	Metro North	56	56	3.6%	49.80	
		<u>1,619</u>	<u>1,568</u>	<u>100.0%</u>	<u>1,394.50</u>	\$ 0.89

NER Convention Committee Report

15 May-2016

Current Highlights

- NER Convention Bank Account opened at TD Bank by Roger Oliver
- Registration Information published in the latest Coupler and on the Pacemaker Website
- Next Convention Committee Meeting - Monday, 9-May, 2016
- Selkirk Tour cancelled due to approvals at CSX Corporate
- On-line Registration is now available

Albany Convention - Pacemaker 2016

	Booked	Total/Target
Current Hotel Nights booked	54*	180
Current Registrations:	44	125
Spouse Registrations	12	--
Banquet Seats	35	130
Operating Slots Requested:	28	170
Saratoga and North Creek:	7	50
RailEx Tour	4	30
Port of Albany Tour	4	15
SMS Industrial Park Tour	0	15

Planning is on track for the convention no changes from the last report other than the cancellation of the Selkirk tour.

Kevin, Bill, and Jack along with Artie continue to do a great job pulling together what should be a fantastic convention.

E-Mail Marketing Campaign for Pacemaker 2016

- Initial email to be sent 5/21/2016 @4:00pm (see attached draft)
- Follow-up email to be sent 6/26/2016 @2:00pm
- Two weeks left to save - sent on 8/1/2016 @5:00pm
- Final Reminder - sent on 9/5/2016 @12:00pm

Little Rhody - Newport 2017

Initial bids for Newport hotels have been received by the local committee and are currently under review.

GSD Convention 2018

Tom Wortmann and team have begun planning for the 2018 convention in the Garden State Division. Location and activity search is on-going.

Convention 2019

Sunrise Trail Division has expressed interest in hosting the 2019 convention. Details are still being gathered.