

**Pacific Southwest Railway Museum Association, Inc.**  
**Board of Directors Meeting Minutes**  
**La Mesa Police Department Community Room**  
**January 17, 2025**  
**18:30**

**1. Call to Order – Hager**

The meeting was called to order at 18:30 PST. Board members present were Hager, Schweikert, Denison, and Lundquist. Board member Atwood was present via Zoom

**2. Introduction of Guests – Hager**

Hager introduced meeting guests Richard Finch, Jenn Brooker, Mark Landguth, and Bruce Semelsberger who were present in-person as well as David Little, James Caestecker, Jason Drenkow, Harish Sundaram, Stephen Sherman, and Joel Margolis who were present via Zoom.

**3. Additions, Corrections, & Adoption of this Agenda – Hager**

Four items were added to the agenda. Hager made a MOTION to approve the agenda, as amended. 2nd by Lundquist. Motion carried 5-0-0.

**4. Approval of the December 17, 2024 Meeting Minutes – Schweikert**

Due to unfamiliarity with the process, Schweikert didn't get the Draft Minutes to the board via email prior to this January 17, 2025 meeting. Therefore, they were tabled until the February meeting.

**5. Review Outstanding Motions – Schweikert**

Schweikert reviewed outstanding motions, from October 2024, items one, two, three, and six will remain open, items four and five were regarding NPL 2024 expenditures and were closed. Items one through four from December 2024 will remain open. There were no reauthorizations required.

**OLD BUSINESS**

**10. Jurisdictions of the PSRMA's Divisions - Hager**

Topic is low priority at the moment. The board agreed to remove from future agendas by consensus. Hager will reintroduce when time permits.

**11. Membership Price Increase – Schweikert**

Discussion tabled.

**12. Creation of Finance Committee – Gonzales**

Discussion tabled.

## **NEW BUSINESS**

### **20. Library Grant – Hager**

Richard Finch presented in-person and provided a 3-page handout with a proposal to apply for a grant to modernize the library, digitize photos in the collection, and make them available online. To summarize, the library software is outdated and needs replacement. Using grant funding, PSRMA would procure ArchivesSpace, configure it, and train Library Staff to archive data to the cloud.

Finch noted that prior to applying for the \$25,000 grant through the Institute of Museum and Library Services, PSRMA first needs to go through the Museum Assessment Program (MAP), administered through the American Alliance of Museums.

Jim Lundquist changed the original motion text modifying the lines \$25,000 Grant Application to MAP, Museum Assessment Program, Application and Institute of Museum and Library Services (IMLS) to AAM, American Alliance of Museums.

Lundquist made a MOTION to authorize the submission of a MAP (Museum Access Program) application to the American Alliance of Museums for modernizing the Southwest Railway Library's IT systems and digitizing photos to be made available for viewing and purchase online. Richard Finch to serve as project manager. 2<sup>nd</sup> by Denison. Motion carried 5-0-0

### **21. Work Campers Responsibilities and Supervisors – Lundquist**

Lundquist desired to gain an understanding of the current Work Camper program as he feels they are not fulfilling their end of the agreements. Hager is supervisor of all eight current Work Campers and explained both the contracts and where they could be found on the Google Drive, noting that they are available to all board members. The contracts detail their obligations and responsibilities. Lundquist proposed that the VP should be responsible to ensure that obligations are met, that tracking of Work Campers' work should be done by department heads that they are assigned to, and that this information should be provided to the VP. VP Atwood agreed to assume these responsibilities. Hager agreed to work with Atwood to transition over responsibility for the Work Camper program over a several-week period.

### **22. Return to using the name Campo Railroad Museum – Lundquist**

Lundquist made a MOTION to change the official name of our railroad museum facility in Campo to "Campo Railroad Museum." 2<sup>nd</sup> by Schweikert. Motion carried 5-0-0.

### **23. Acquire digital signage for Sponsors and Museum announcements – Lundquist**

Landguth submitted a proposal to the board to 1. Acquire a large outdoor electronic sign for Campo to carry PSRMA announcements and promotions and 2. Seek paid sponsors for special events and place the logo(s) of the sponsors on commemorative tickets.

Lundquist and Landguth brought the proposal to the board for feedback and buyoff before expending any major effort on the proposal. The board agreed that the proposal

was worth pursuing. Lundquist and Landguth agreed to further develop the proposal and come back to the board with a motion for appropriate project management and funding at a future meeting. No action was taken by the board at this time.

#### **24. Selling of surplus vehicles - Lundquist**

Lundquist proposed to sell or donate several unrestored historic vehicles at the museum, suggesting that resources for equipment restoration should be focused on rail equipment, not highway vehicles. Hager noted that several of the pieces of equipment were rail-adjacent and should be offered up for donation to the Motor Transport Museum before making them available for sale to the general public.

Lundquist agreed to reach out and see if vehicle B, REA Van, C, White Line Truck, and D, Orange Flatbed Truck, would be accepted as a donation by the Motor Transport Museum as a set of three.

Lundquist made a MOTION to authorize Jim Lundquist, acting as museum agent, to sell or donate the following vehicles currently at Campo:

- A. 1951ish Chevy Suburban
- B. 1958ish REA van
- C. 1930s White line truck
- D. 1950s Orange flatbed truck (donated by Wally Barber).

2<sup>nd</sup> by Denison. Motion carried 5-0-0.

#### **25. Distribution of Funds from NPL Income – Hager**

Hager discussed the precedent from previous years on how to distribute funds from NPL income and recommended that 15% of Gross Receipts from NPL be deposited into the Contingency Fund. Lundquist prefers working with Net Receipts for clarity and suggested 15% of Net Receipts. Atwood countered that we had a banner year with record receipts but agreed with Lundquist on working with Net figures, motion was modified to be 20% of Net Receipts and an estimate of \$40,000 to go to the Contingency Fund.

Hager made a MOTION to allocate 20% of the \$200,000 net income from the 2024 NPL event, or \$40,000, into PSRMA's Contingency Fund with the remainder being placed in the General Fund. 2<sup>nd</sup> by Lundquist. Motion carried 5-0-0.

#### **26. Rock Truck Rental – Lundquist**

Lundquist suggested that this could be tabled as Hawthorne CAT provided a dump truck to handle this, tabled by consensus.

#### **27. Purchase new laptop for PSRM Office Use – Atwood**

Atwood described the state of the old computer in the upstairs operations/equipment office and recommended getting a new laptop to replace it and a removable storage drive to transfer any files from the old computer to the new laptop.

Atwood made a MOTION to authorize the expenditure of up to \$1,000 for the purchase of a new laptop computer and an external hard drive. The purpose is to replace the aging desktop computer with a modern laptop computer in the car shop office. The external hard drive will be used to both transfer any information from the desktop computer, as well as provide a backup for the digital files. 2<sup>nd</sup> by Schweikert. Motion carried 5-0-0.

**28. ¾” Rock for Drainage Pipe Bedding – Lundquist**

Lundquist proposed to acquire some additional ¾” rock to use as pipe bedding material to properly set the recently acquired drainage culvert pipes as part of the ongoing stormwater remediation project.

Lundquist made a MOTION to authorize the expenditure of \$1,240 to acquire 20 cubic yards of ¾” rock to use as bedding for drainage pipes. Funds to come from the ARPA grant. 2<sup>nd</sup> by Denison. Motion carried 5-0-0.

**29. Appointment of Director of Equipment – Lundquist**

Lundquist put forth the idea that the Board must consist of 8 voting members and a that an Executive Officer cannot also be a Division Director. In the 2024 board nomination, Hager ran unopposed for both the positions of President and Director of Equipment. Lundquist asserted that Hager needed to pick one position and allow the board to fill the other position. Lundquist stated that he has spoken to Tim Wamsley and believed that Wamsley was willing to accept the position. Hager countered that he had spoken to Wamsley, who indicated that he had no desire to serve on the Board. Hager asserted that he interpreted the Bylaws to permit two roles to be held by one director, as long as the President does not also serve as the Treasurer or Secretary. This interpretation makes clear that said director would still only hold one vote on the Board.

Lundquist made a MOTION to appoint Tim Wamsley to the position of Director of Equipment. 2<sup>nd</sup> by Denison. Motion failed, 1-3-1, with Lundquist in favor, Hager, Schweikert, and Atwood opposed, and Denison abstaining.

Lundquist insisted that the question of whether a board member could hold two positions on the board needed to be settled. Hager agreed that he would seek the advice of an attorney specializing in California Nonprofit Corporation law to review PSRMA's bylaws and render an opinion.

Hager made a MOTION to authorize expenditure of up to \$2,500 to hire an attorney to render a legal opinion on whether the PSRMA Bylaws permit one person to hold multiple positions on the board. Hager to serve as project manager. 2<sup>nd</sup> by Schweikert. Motion carried 5-0-0.

**30. Hiring Rick Northcote to Pick Up and Return Borrowed Straw – Lundquist**

Lundquist had discussed with Rick Northcote, who agreed to perform the pickup and delivery of the Camp Locket Event & Equestrian Facility's (CLEEF's) straw bales back to CLEEF at a cost of \$100. Lundquist described the difficulties and mess involved with

either renting or owning and storing straw bales used in events. Jenn Brooker and the Board discussed possibilities for future use of straw bales or alternatives. Lundquist made a MOTION to authorize expenditure of \$100 to hire Rick Northcote to pick up straw bales and return them to CLEEF. No more straw bales to be brought onto the museum property moving forward. 2<sup>nd</sup> by Hager. Motion carried 4-1-0 with Schweikert opposed.

### **31. Reimbursement for Moving Heavy Equipment to Campo – Lundquist**

For the past several months, Hawthorne Caterpillar has been donating the use of multiple pieces of heavy equipment to PSRMA. They recently invoiced PSRMA for the cost of transporting the large dump truck to and from Campo. Lundquist paid the \$1,519 invoice and sought board authorization to seek reimbursement.

Lundquist made a MOTION to authorize expenditure of \$1,519 to transport donated rental equipment from Hawthorne CAT. Funds to come from the ARPA grant. 2<sup>nd</sup> by Atwood. Motion carried 5-0-0.

## **REPORTS**

### **40. Media Committee Report – Brooker/Drenkow**

Drenkow sent a report to the Board. Brooker who was present, highlighted from the report that we are the “most lit” Santa Train experience in the Southern California region. NPL was a great success. Ads and Marketing were successful and a great return on investment. The media committee is looking to sustain current funding amount for ads and marketing. The PSRM YouTube channel is doing well, most views are on the documentaries. Videos of the motorcars also do very well.

### **41. Special Events Report – Brooker**

Final numbers for NPL are just shy of 5,000 people. There were still a lot of empty seats on coach. Discussion occurred on how to better remediate seating issues for Coach going forward. Gross receipts were over \$250,000 with approximately \$205,000 net receipts. Special Events reported they were approximately \$10,000 under budget with Contingency. The Wine Train committee is in full force, wines sampled by committee members, the first wine train will run in the APR/MAY timeframe. The Bunny Train is the next big event, running for three weeks of April. March 14-16 Boy Scouts will have 300 members at Campo Railroad Museum, Glen Rogers will oversee the event and will need assistance.

### **42-49. Remaining reports tabled due to Closed Session quorum requirements and VP Atwood’s availability.**

## **OTHER**

**50. Carry Forward Items:** 11, 12, 29

**51. Next Scheduled Meeting is** Friday, February 21, 2025.

**52. Deadline for submitting Agenda Items for the next meeting is:** 5pm, Monday, February 17, 2025.

**53. Closed Session**

- a. Discuss personnel issues.

**54. Adjournment**

Hager made a MOTION to adjourn the meeting. 2<sup>nd</sup> by Schweikert. -Motion carried 5-0-0.  
The meeting was adjourned at 20:53 PST.