

Pacific Southwest Railway Museum Association, Inc.

Board of Directors Meeting Minutes

La Mesa Police Department Community Room

February 21, 2025

1. Call to Order – Hager

The meeting was called to order at 18:39 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 Mark Landguth, Donna Spevak, Michael Rella in person and Carol Mandra, David Little, Stephen Sherman, Richard Finch, and Jason Drenkow who were present via Zoom.

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

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

4. Approval of the December 17, 2024, and January 17, 2025, Meeting Minutes – Schweikert

Hager made a MOTION to approve the December 17, 2024, meetings as submitted, 2nd by Denison. Motion carried 3-0-2, Lundquist and Schweikert abstaining.

Lundquist made a MOTION to approve the January 17, 2024, meeting minutes as submitted, 2nd by Denison. Motion carried 5-0-0.

5. Review Outstanding Motions – Schweikert

The Board went over the outstanding motions still open as of February 2025. All the October and December 2024 motions are still open. Four of January 2025's five motions are now closed. Items one, two, four, and five are closed, the remaining motion, item three, remained open.

OLD BUSINESS

10. Membership Price Increase – Schweikert

Due to lack of communication with Carl Brooker, the Board tabled the discussion.

11. Creation of Finance Committee – Gonzalez

With Hector Gonzalez's resignation as Board Treasurer, the Board decided to remove this from any board actions or discussions going forward by consensus.

12. Appointment of Director of Equipment – Lundquist

The Board discussed the findings of a lawyer's interpretation of PSRMA's Bylaws regarding one person holding multiple board positions.

Hager acquired a lawyer to look over the Bylaws. The lawyer performed a review of the non-profit status to ensure PSRMA is still following appropriate laws as well as an interpretation of the bylaws. The lawyer agreed that there are incongruencies in the bylaws and some grey areas regarding the main topic of discussion, the lawyer did specify that the cleanest path forward is to have only one person hold a board position. The Board then discussed what the best course of action moving forward would be.

Lundquist made a MOTION to accept Hager's resignation as Director of Equipment and appoint him as Acting Director of Equipment while actively searching for a Director of Equipment. 2nd by Hager. Motion carried 4-0-1 with Hager abstaining.

NEW BUSINESS

20. Rescind Previous Board Action - Hager

Denison had a question about what the finer details would mean. Hager explained that any train leaving yard limits requires an Engineer and Conductor, and within yard limits it requires an Engineer and Brakeman as minimum crew requirements.

Hager made a MOTION to rescind the board motion passed on February 17, 2023, allowing a qualified brakeman to take trains outside of yard limits without a qualified conductor.

Henceforth, minimum train crew requirements shall be set by the Operations Department via timetable, crew notice, or other official publication. 2nd by Atwood. Motion carried 5-0-0.

21. ATSF 1413 Caboose Steps – Hager

Hager handed off discussion to Richard Finch. Richard Finch stated that during the Sip n' Scare event, two passengers slipped and fell, with no injuries, off the south end of the ATSF 1413 caboose steps. The museum should have an aluminum staircase like that is used on the north end of the ATSF 1413 Caboose. Lundquist and Denison to work with Richard Finch to determine best path forward and draft a motion for a future meeting.

22. Roofing for Six Containers – Lundquist

Lundquist spoke on his provided memo about the costs involved to seal six containers in use around the Campo Railroad Museum. Lundquist also mentioned that an option to insulate the containers is quoted but would double the cost. Lundquist's recommendation is to coat the six listed in the memo. Hager had a question about the makeup of the roof coating. Lundquist believes that it is rubberized sealant that can last up to 15 years. Hager had a question about how the foam insulation would be applied and Lundquist believed that the insulation could be added after the initial sealant.

Lundquist made a MOTION to authorize the expenditure of up to \$21,000 to coat and granulate the roofs of the three new containers at the library plus the paint locker, the garden shed, and the kitchen container. 2nd by Atwood. Motion carried 5-0-0.

~Atwood arrives in-person at 19:10

23. Section House Discussion – Lundquist

Lundquist spoke on his provided memo about the section house at Campo Railroad Museum. This item was a discussion for now with no action to be taken by the board. Lundquist does have a quote to repair the roof to prevent further decay. If the Board agrees that it is worth saving, then the Board can act at that time. The Board does agree to put word out to the PSRMA Membership to determine if anyone wants to run the project of bringing the Section House back to display quality.

24. Postcard to Members Regarding Hot Scoop - Lundquist

Lundquist discussed how to get more readers to open and read the Hot Scoop emails, Denison suggested to put it in the Hot Scoop itself. Lundquist tabled agenda item with no Board action.

25. Appointment of Treasurer and Director of Operations – Hager

Hager discussed Board vacancies. John Cenknner resigned as Director of Operations and Hector Gonzalez resigned as Treasurer. Hager had been searching for a member who could step in as Treasurer for quite some time. Carl Brooker accepted verbally with Hager and submitted an email to the Board stating that he would serve as PSRMA Treasurer.

Hager spoke to Noble Financial Services and went over what PSRMA's accounting needs are. What Noble Financial Services do as a contract service is regular bookkeeping, reconciling income and expenses. Noble Financial Services will update the Restricted Fund ledgers which are four years out of date. During the update process, money will move between the General Fund and Wells Fargo. Noble Financial Services will file the quarterly sales tax returns through the California Department of Tax and Fee Administration. They will also file the Federal and State Tax Returns.

Lundquist would like to get a monthly accounting statement sent to the Board for knowledge, review, and accountability. PSRMA Treasurer working with Noble Financial Services or should provide the updates to the PSRMA Board via Email.

Hager made a MOTION to appoint Carl Brooker as Treasurer. 2nd by Atwood. Motion carried 5-0-0.

Hager then discussed that the Board is also lacking a Director of Operations. The Board decided that Atwood would resign as Vice President and the Board would then appoint Atwood as Director of Operations. Jenn Brooker agreed to accept the appointment as Vice President both verbally with Hager as well as to the Board via Email.

Hager made a MOTION to accept the resignation of Colin Atwood as Vice President and appoint him as Director of Operations and appoint Jennifer Brooker as Vice President. 2nd by Lundquist. Motion carried 5-0-0.

Hager made a MOTION to adopt an attached resolution removing Hector Gonzalez and appointing Carl Brooker to the PSRMA bank accounts. 2nd by Schweikert. Motion carried 5-0-0.

26. Equipment Deaccessions - Lundquist

Lundquist has a party interested in Cal Western 46 2-6-6-2 Steam Locomotive for \$50,000.

Hager provided a list of equipment that got approved for deaccession on October 4, 2024. This list needs to be voted on by the membership to allow for deaccession. The Board has agreed to put this to a member vote. No action to be taken by the Board at this time. Hager and Schweikert will work with Jenn Brooker to prepare a ballot to send out to members. More discussion to take place in a future meeting to confirm the full list of equipment that the Board wishes to deaccess.

27. Container for Accepting Deliveries - Lundquist

Lundquist mentioned that Wine Train deliveries came on two pallets that were delivered for the museum but were left at the Campo Post Office parking lot. The Board agreed that such a situation could lead to theft/loss of museum owned items. Lundquist described having a lockable container with an address that delivery companies can deliver such items to in the future as a good solution.

Lundquist made a MOTION to authorize the expenditure of up to \$3,000.00 to acquire a 20' CONEX box for deliveries to Campo Railroad Museum. 2nd by Schweikert. Motion carried 5-0-0.

28. Sale of Motorcar Parts - Hager

PSRMA member John Lewis is looking for parts for a motorcar. Upon searching Campo Railroad Museum's derelict motorcars in the North 40 lot. He did find a Fairmont front windshield and panel that he would like to purchase from the museum for \$300.00. He has also asked if the museum would be interested in selling the Cotton Belt Speeder on track 13. The Board agreed to sell the front windshield and panel by consensus. The Board rejects any offer on the Cotton Belt Speeder.

REPORTS

40. Media Committee Report – Brooker, J./Drenkow

Drenkow departed so Hager presented the report provided to the Board, \$175 was expended for Facebook Reels, \$175 was expended for Instagram Reels. The most popular reels have gained 70,000 views on Facebook and 80,000 views on Instagram. Media committee will spend remaining \$150 budget boosting the current reels and posts.

41. Special Events Committee Report – Brooker, J.

Jenn Brooker sent the current special events report to Hager via Email. Hager read it to the meeting. Wine Train wet rehearsal is upcoming. Bunny Trains start on April 5th and will be running 4 weekends and 8 trains. Campo Days will commence on the first weekend of May. Jenn Brooker is asking for volunteers.

42. Fundraiser Report – Spevack

Spevack provided a flowchart showing Grant Deadlines for the next two years. Spevack requested pictures of work that is covered by Grants. The MAP Library Grant has been submitted. Some Grants require taxes to be up-to-date and are pending.

43. Equipment Report – Hager

Hager reported that the department-wide meeting in January set a schedule for the first three months of 2025. Work has commenced on schedule and major projects have been completed, wheelsets on the SDA6700 Baggage Car have been replaced and lubrication of 1509 center pins has been completed. Upcoming work includes roof leaks and electrical diagnosis and repair on the Robert Peary car, some electrical wiring cleanup as well as replacing the engine governor on the SP 3709 locomotive, and deck plate welding for the 2104 locomotive. The plan is to have these meetings quarterly and come up with schedule that volunteers can plan and schedule for.

Lundquist brought up some other issues for Equipment, painting equipment and prioritizing which ones and when, Hager agreed to keep investigating for a service provider and will get price estimates. Lundquist also mentioned broken windows on 1509; Hager will investigate.

44. Facilities Report – Denison

Denison and Lundquist reported that strong winds in January broke a window and peeled back some siding on the Car Shop. Denison, Lundquist, and Kerry were able to get up and replace the broken window in February. One window has been repaired and sealed, and one more window is waiting on a replacement and will be repaired soon.

Lundquist is reporting that storm water remediation is going very well, and water is moving in the desired direction.

Lundquist started grading for the Mine Train project and will proceed in its design and development.

45. Museum Services Report – Lundquist

Lundquist put new signs up and has new signs on order. UP 576 needs to be open to the public since it is on display in the Museum. Work campers have been assigned sections with no overlap. Atwood is drafting up new contracts and will allow for Directors to assign more hours if necessary, work campers provide updates to their Directors that will be fed up to the VP.

46. Operations Report

Atwood reported that there are three volunteers in Engineer Training. Bob Nickles is to be prioritized as he needs fewer hours for Engineer qualification. Atwood and McIntyre are the other two volunteers and are scheduled as Engineer Trainees. Atwood is looking to get Little and Hodge in as Conductor as soon as possible as they quickly approach the required QP runs for Conductor candidates. Atwood reported that the 102 locks are coming off the 5-14 and 9-14 switch stands in the Campo Yard.

47. Treasurer's Report – Brooker, C.

Carl was not present to provide a report. Lundquist requested and the Board agreed by consensus that going forward the Treasurer's report is to be Item 5 on the Board of Director's Meeting Agenda, one position ahead of Outstanding Board Motions.

48. Vice President's Report – Brooker, J.

Brooker, J. was not present to provide a report, tabled by consensus.

49. President's Report – Hager

Hager filed annual welfare tax exemptions. In the absence of a Treasurer, Hager has been trying to pay past due invoices. Water invoices are paid and current. Hager reiterated that he had a meeting with Noble Financial Services. Hager and Brooker, J. went to E-Tix live conference in San Diego. Good information gathered on how to streamline PSRMA's issues with E-Tix, the main goal is to avoid double-booking issues. Hager met with MTS and City of La Mesa. MTS re-signaling the Orange line and is looking to put a big signal box in front of La Mesa Depot, blocking view of the Steam Locomotive on display. Hager to continue communication with MTS on the best way forward.

After Hager's report, Lundquist reported that MTS is actively working to move the Bus parking at the Campo Railroad Museum, more updates to come in the future.

OTHER

50. Carry Forward Items: 10, 26

51. Next scheduled meeting: Friday, March 21, 2025

52. Deadline for submitting Agenda items for next meeting: 1700, Monday, March 17, 2025

53. Closed Session

- a. Recipients of 2025 Annual Awards.

Closed Session to initiate the discussion on potential recipients of the 2025 annual department awards. Final decisions to be made during the March meeting.

54. Adjournment

Hager made a MOTION to adjourn the meeting. 2nd by Schweikert. Motion carried 5-0-0. Meeting adjourned at 21:48.

MEMO

Date: February 14, 2025

TO: Board, PSRMA

FROM: Jim Lundquist, Assistant Director of Facilities, PSRM

RE: **Containers & Roofing Discussion**

Roofs on containers will rust through in time. Professional coating of the roofs will prevent this. With this in mind, I have solicited cost estimates as follows:

1. Three containers next to the library (roofs only): Coated & Granulated -
Total cost \$6,100.00

Please note: Rust is evident in various places as well as holes in the roof. These have been taken into consideration when providing this bid.

2. Kitchen container (roof only): Coated & Granulated - Total cost \$3,140.00

1 + 3 = Grand total \$9,240.00

If insulation foam is applied, in addition to coating and granulated = Grand total \$18,180.00

3. Two smaller containers, coating only:

8 x 20 container (paint locker) \$4,600.00

8 x 40 container (garden shed) \$5,350.00

1 + 1 = Grand total \$9,950.00

Please note: Rust, separation of roofing material and holes are present on both containers. Corrective action is included in this bid.

Note that the paint locker is already an insulated container. Replacing it would involve finding another container (assume \$3,500) PLUS coating the roof to prevent rusting away (assume \$2,100) PLUS removing the paint, shelving, hauling off for scrap the existing container (not sure if that's a wash against transportation costs or if we had to pay), placing the new container, adding back in the shelves and the paint. The volunteer laborers to do this work is currently unknown to me. Therefore, the most cost effective and volunteer time savings is a repair and coat the roof UNLESS we want a large paint locker (placed where?)

Note that the garden shed is similar. Replacing it would involve finding another container (assume \$3,500) PLUS coating the roof to prevent rusting away (assume \$2,100) PLUS removing the shelving, hauling off for scrap the existing container (not sure if that's a wash against transportation costs or if we had to pay), placing the new container, adding back in the shelves and the materials. The volunteer laborers to do this work is currently unknown to me. Therefore, the most cost effective and volunteer time savings is a repair and coat the roof.

With these notes and information, it is my:

Recommendation that we coat the roofs of all six contains at the total cost of \$19,190 rounded, with contingency to \$21,000.

MEMO

Date: February 14, 2025

TO: Board, PSRMA

FROM: Jim Lundquist, Assistant Director of Facilities, PSRM

RE: **Section House Discussion**

The section house at Campo is part of the fabric of the historic SD&A/SD&AE Railway. It is leased to us. It needs a new roof, new stucco on some of the walls, new windows, new doors and some flooring. There isn't currently an identified use for it, other than some are being used as storage for miscellaneous materials. They would make a fine exhibit of section gangs and their tools if restored. However, our Master Plan does not expect visitors to go railroad east of the existing Campo Depot.

If saving the Section House is deemed worthwhile, work should start on the roof. With this in mind, I have solicited a cost estimate as follows:

Coated & Granulated - Total starting cost \$17,220.00

Please note: The condition of the roof structure is unknown. There are several holes in the roof as well as separation from parapet walls. Wood rot is noted where visible and exposed. Innovative Foam Roofing cannot verify nor guarantee the safety and integrity of the underlayment and supporting structure. If tear off, partial tear off, replacement of sheathing, joists or other supporting materials is required, these items will be billed as change orders as they occur at a time and materials cost plus 40% overhead.

The costs to stucco walls, new windows, new doors and some flooring is not known. There isn't currently an identified source of funding, but I wonder if it would be possible to secure?

I am not making a recommendation to the board at this time – simply bringing information forward. However, if saving the building is our goal, we should start at the roof and work down.

CARL F. BROOKER IV

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CARL.BROOKER@GMAIL.COM

February 20, 2024

Pacific Southwest Railway Museum Association, Inc.

4695 Nebo Drive

La Mesa, California 91941

VIA EMAIL

Members of the Board of Directors,

I am willing and able to serve as Treasurer.

Sincerely,

Carl Brooker

Jenn Brooker<jbrooker@psrm.org>

To:Board

Thu 2/20/2025 1:38 PM

Gentlemen,

I'm unfortunately unable to make the board meeting tomorrow evening due to travel. Please let this serve as my written confirmation that I am willing and able to assume the role of Vice President should the board deem I am the appropriate selection for the role. Thank you!

Best,

Jenn