

**Friends of the Cumbres and Toltec Scenic Railroad**  
**Board of Directors Meeting – Chama Fire Dept Training Room**  
**June 18, 2022**

**Call to Order:** The meeting was called to order at 9:01 AM MDT by Don Stewart, Chairman

**Present:** Don Stewart, Chairman; Tim Tennant, President and CEO; Caroline Tower, Vice Chairman; Bill Kepner, Secretary, John Eng, Project Committee Chair; John Ferrell, Interpretation Committee Chair; Jim Herron, Nominating Committee Chair; Ed Beaudette, Scott Hardy, Bill Kepner, Ian Kelly, Tom Stewart. Bill Lock, Founder and Wayne Huddleston, attending via Zoom. Armando Sanchez of the SJT Group was present for Finance Report. Leon Beier was also attending the non-executive session part of the meeting. Not present: Dan Pyzel, Collection Committee Chair.

**Minutes:** Bill Kepner, Secretary

***Audit Report – Armando Sanchez, SJT Group***

Armando passed out a set of draft financial statements and a set of PowerPoint presentation slides. Unlike previous meetings, Armando is present on the behalf of our accounting firm, not the audit firm.

From the reports, we discussed the following:

- The audit was performed by Schlenker and Cantwell.
- Armando worked with Katharina Root to provide everything requested to the auditors.
- No audit adjustments. No corrections are needed. That shows that monthly statements were completely accurate.
- No disagreements with management, no consultations or difficulties. No material weaknesses.
- Completely clean audit.
- Details:
  - Cash increased because a CD matured.
  - Capital Assets decreased because of depreciation (\$7K) and the transfer of Tourist Sleeper 470 to the railroad commission (\$173K). This also showed up as an increase in expenses.
  - Uptick in Grants and Donations
- Question: If Photo Freights are part of Friends mission, would those expenses be part of the Program line item instead of Fund Raising expenses? Armando will research and if possible change for next year.
- Question: When the Friends perform work on Commission Assets, they are writing off those expenses. There doesn't seem a way to recognize those contributions and transfer

- them to the Commission so that the Commission can recognize the increase in the value of those assets. A Narrative Comment might be provided to document the value for the Commission. The Commission will need to determine the fair market value of those assets for insurance purposes.

Audit Approval, move that the board accept the audit. **M/S Tower/T Stewart U**

## ***Previous Minutes***

Correction to March meeting minutes: Moonlight Train date change, the second should be „T Stewart“. The acceptance of the minutes should be Tower/Lock.

**M/S Tower/Lock to approve** the minutes for March BOD Minutes, and April and May Executive Committee Meeting Minutes (U).

## ***2022 Election Results***

Ed Beaudette	784
John Engs	783
Scott Hardy	786
Wayne Huddleston	785
Don Stewart	785
Caroline Tower	783

Write-ins:

Earl Knoob	1
Brad Lounsbury	1

Certified by Tim Tennant on June 15, 2022.

The Executive Committee will consist of:

Chairman: D Stewart

Preseident and CEO: Tennant

Vice Chair: Tower

Secretary: Kepner

Interpretation Chair: Ferrell

Projects Chair: Engs

Founder: Lock

Ex-officio, non-voting: Tennant

The Committee Chairs will be:

Development: Tower

Finance: Lock

Projects: Engs

Nominating: Herron

Membership: Kepner

Interpretation: Ferrell

Motion to ratify the appointment **M/S Lock/Beaudette U**

## ***President's Report***

Tim distributed a full report, but the following items were specifically discussed during the meeting

- The next Commission Meeting will be the July 30, not August 6 as was previously mentioned.
- Busy weeks up to the board meeting. Had to cancel the member's train ride which would have occurred on June 17. Lots of dues renewals and donations. Judy has come in to help Gwen.
- Recent donations. James Rowan \$1,500, Fredrick Engimann \$2,000, Ron Schmitt \$1,000, Debbie Craine \$1,000.
- We have begun the advertising for the Moonlight Train. Will have \$9500 in sponsorships.
- The audit went well. Will auditor be at future meetings? Armando will.
- Dorman Collection images to replace the fire-damaged images previously there.
- Gas Stipend: Only 3 or 4 have requested
- September 24 photo charter now at 52. The bus will actually hold 57.
- October board meetings on October 28: Possibly ride Pikes Peak Cog Railway that Saturday. Wednesday Safety Committee, Projects Thursday, Board Meeting, Friday.

## ***Executive Session***

As a result of the items discussed in the Executive Committee Segment, a motion was made to establish a Planning Committee that would include the Nominating Committee plus John Eng. **M/S Lock/Engs (U)**

## ***Membership Report – Bill Kepner***

- Down 4 members in the last month. Not seeing the uptick in numbers we hoped to see with Work Session registration.

## ***Finance Committee Report – President Tim Tennant***

- We are financially in great shape; \$257K in the black.
- Revenues compared to last year; had a big spike in January with an estate gift, then a second spike in May when the Historic Preservation payment was received from the Commission for the last 3 years. Do we need to go back and readjust financials? Some projects in the last 3 years address commission assets such as Cumbres structures that should have been paid by the HPA funds, not our cash. Maybe transfer some amount from the Commission line item to our projects line items. Will check with Armando.

## ***Calendar***

- October Board Meeting date to be set once the arrangements for a special event are decided.
- 2023 Moonlight Train date: July 29 (Saturday) is preferred. To be finalized at the October meeting.

## ***Collections Report***

- Ed has completed a car inventory for railroad insurance purposes which will be used for planning purposes.

## ***Development Report – Caroline Tower***

Two graphs showing PNGPF donations from inception to May 31, and January 2, 2022, to May 31 were distributed.

- Taken \$72K so far this year, since inception \$1,837K.
- Will be sending another letter in August or September.

## ***Interpretation Report – John Ferrell***

- HIC will lend the railroad a hand with their application. The railroad will be sending the link for the app to ticket purchasers and posting on Facebook. The Friends Social Media coordinator will also be promoting it, along with an email blast, so the word will get out about the availability of the App.
- The Docents will promote the app on the train, hopefully getting the app installed before leaving the initial station.
- There are 34 trained docents; maybe 24 or 25 will actually be available this year.
- The museum car in Chama needed to be moved from Track 1 as that presented safety concerns for passengers.
- Speakers are heavy, and if there needs to be a cart or other device to help move them, there is budget available to purchase.
- A Special Tour will be given to Rob Van Camp's family
- Possibly giving the Docents a Shop Tour so they can answer passengers' questions about it.
- Put docents on the Engineer's train to give them a chance to talk to each other. Perhaps let board members on to interact.
- The Sign Garden Project will start next week in Chama, with John and his father providing the work. Would like to do the same in Antonito.
- Tom Stewart will work with HIC to be the bridge of communications between the Docents and the Friends Board of Directors.

## ***Projects Committee Report – John Engs***

- Fire Situation has forced us to change projects and we appreciate the volunteers' flexibility.
- Caroline Tower took on the challenge of the lunch program in Chama. Lunches were made in Antonito and that worked well, but required a volunteer to drive roundtrip each morning. Sodas and fruit can be bought in Chama, but cookies and chips aren't. Those were ordered from Amazon, but their supply is not consistent.
- Some projects made good progress, others didn't. Doing the best we can, and we hope the volunteers felt they accomplished something.

- Baggage car #163 was loaded this morning and is on its way to Colorado Springs.
- In Antonito, the boxcar 3125, is ready to move to the 3-rail display track. It may be possible to use this as a Museum car.
- Tom Stewart has prepared a proposal to hire a paid staff person to offload some of the work the volunteers typically do. Our pool of workers is shrinking and the managing and planning the projects is almost a full-time job year-round. Perhaps the paid staff could also work on some routine projects and allow year-round volunteering. This is not something we can do today, but we need to start thinking about this. The proposal contains some basic costs, but it is expected as we work through the concept, we will need to identify how this could work.
- There will be eight scout troops at Cumbres during the middle of sessions E and F. There is a lot of interest from other troops and they would like to come next year.
- The contract was signed with Reliance Steel to supply the Antonito CRF extension. Alcon Construction will be the contractor assembling the facility after G Session. The plan would be to do the foundation work before winter, and the building would be erected next Spring before the A session. This will be just the roof but no sides.

### ***Railroad Status Report – Ed Beaudette***

- The closing of the railroad will have a significant economic impact on the railroad and the community. There were 2800 reservations booked for this time, and usually many more books closer to the time they want to ride. The estimate is that there will be a \$700K revenue hit, while no one was laid off, some employees will return to capital projects they on work during the Winter. Fireman/Engineer schools will be move to August, and one Geology train was completely canceled.
- The good news is that the rain is coming. And we really want to start July 1. Engine 489 (the oil burner) will work the Chama side, while #463 will run out of Antonito because it usually doesn't start fires.
- There are still more question marks with the economic situation, gas prices may reduce vacation travel. All costs will go up.
- Both states have returned to normal funding levels for operational and capital purposes.

### ***Social Media Progress Report – Kathleen Walser***

- Facebook and Intragram are going better than expected, video/YouTube needs help
- For a short video clip that is posted, you typically need much more to start with. Need dedicated people and chroniclers as you can't expect team people to do that work.
- The Chronicher's work process needs to be reviewed and streamlined if possible, and if so maybe some of their work can be leveraged for social media and other purposes. But of course there needs to be a filter to prevent images posted in a public forum that might be interpreted in the wrong way.
- For the month of May, there were 70,600 views of Friends postings. The majority of followers on Instagrams are in the 35 and under age range. We think the majority of Facebook viewers are retired age

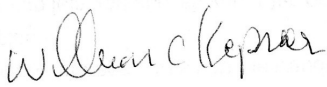
- When someone wants to join, there is no direct web page to send them to on our website

## ***New Business***

There was no new business.

Motion to Adjourn at 2:06 **M/S Beaudette/Kelly U**

**Bill Kepner, Secretary**

A handwritten signature in cursive script that reads "William C. Kepner". The signature is written in dark ink on a light-colored background.