



## Florida Garden Railway Society, Inc., (FGRS) Board of Directors Meeting

09 September at the home of  
Betty Gilbert, Leesburg, FL.

### Members Present

Stan Kotas, Preseident FGRS  
Betty Gilbert, Director of Central Div.  
Tom Jonkhout, Director of Tampa Bay Div.  
Les Smout, Treasurer  
Vic Gilbert, Secretary  
Jim Lemon, Librarian  
Gene Staggs, Member at Large, SW Div.  
Keith Wolfe, Webmaster

### Members Absent:

Paul Wagner, VP FGRS, Director of SW Div.  
Ruth Timmons, Membership Director  
Kevin Timmons, Member at Large, Tampa Bay Div.  
Pete Smith, Newsletter Editor  
Don Pirson, Member at Large, Central Div.

The meeting was called to order by Stan Kotas at 12:40 PM.

Stan welcomed the Board and thanked Betty Gilbert for hosting the meet and providing lunch for the group.

### Secretary's Report:

Minutes: The minutes of the Board meeting May 23, 2009, were distributed to the Board members approximately one week prior for review.

Action: A motion was made, seconded to approve the minutes as presented. The minutes were approved unanimously without any changes.

Report on further clarification of DAO policy coverage: The current policy was carefully reviewed and appears to provide liability coverage for issues most applicable to Directors and Officers of FGRS. CF Insurance (broker) has provided a copy of the A.M. Best rating of the United States Liability Insurance Company of Wayne, Penn., and it is A++. After review, it was decided not proceed with a hypothetical case issue as this policy has several layers of organizations involved, that the policy's wording appeared appropriate and the company's rating is outstanding. A copy of this report will be attached to the Secretary's folder on Insurance.

Action: A motion was made, seconded and unanimously approved to accept the Secretary's report on the D&O insurance policy.

### Treasurer's Report:

Les Smout distributed and presented the FGRS Balance Sheet as of August 31, 2009, a Profit & Loss Sheet for 8 months ending August 31, 2009, as well as an estimate of Net Income at the remainder of the year.

Action: A motion was made, seconded and unanimously approved to acknowledge receipt of the Treasurer's Financial Report.

Standardized Treasurer's Report for Division Treasurers: The basic form for Division Treasurers to use in preparing an Annual Financial Report was provided. Creating this report was felt to be beneficial for several reasons including providing each Division an opportunity to carefully review the revenues/expenses regarding raffles, shows and other sources of income and expenses. This allows each Division to analyze and modify their programs as they desire. Further, a standard data form from each Division can improve the FGRS State Treasurer's ability to provide a carefully and fully documented financial report. A strong consensus from each Division's representatives and other Board members was that this form as presented today will be given to the Division Treasurers with full encouragement that they implement it beginning in the year 2010.

Distribution of membership rebates to each Division: A tiny discrepancy was noted in the numbers of members of each Division. This will be easily corrected after which the dues rebates of \$3 per family member will be sent to each Division.

Action: A motion was made, seconded and unanimously approved to allow a few days for the Membership Director and the Division Directors to reconcile the member numbers. Further, the rebate checks will be issued shortly after September 30, 2009.

### **Membership Report:**

In the absence of Ruth Timmons, Stan Kotas presented her report. A copy of the Board of Director's Membership Roster as well as a Division Director's Membership Roster was presented. The latter included changes as desired by some members upon return of the FGRS Privacy Notice check list. It was noted that eight members requested to limit information on the Membership Roster, but they did not clarify any details on those limitations. Stan raised the issue of making sure that completed future Privacy Notices be attached to the Membership Application. Further, he noted that some new members may not be processed efficiently because the old membership form was used, so that it was sent erroneously to the previous Membership Director.

**Action:** It was moved, seconded and unanimously approved that Keith Wolfe put the Membership Application form on the website along with the Privacy Notice so that they can be printed up in such a way that they can be distributed as a single sheet.

**Action:** It was moved, seconded and unanimously approved to acknowledge receipt of the Membership Director's report as presented by Stan Kotas.

### **Librarian's Report:**

Jim Lemon presented the current list of the Library's contents as of August 8, 2009. Jim asked the Board about what the Board believed should be done regarding possible distribution of DVD's and CD's to the membership. Various methods were discussed including potential costs of mailers, postage, etc.

**Action:** It was moved, seconded and unanimously approved that Jim Lemon upload the current library content list to the website and that this be periodically updated. Furthermore, a DVD/CD request form, estimated costs, and associated methodology be presented at the next Board meeting in January, 2010.

### **Newsletter Report:**

In the absence of Pete Smith, Stan presented a report from Pete that the Newsletter production has been going well and that he has been able to achieve some cost reductions during the past year. Stan presented un-circulated Newsletters to Jim Lemon for the Library.

### **Webmaster Report:**

Keith Wolfe stated that the website is functioning well. He encouraged Directors to promote the News Flash e-mail service. Currently, there are 115 e-mail recipients. Board members expressed their support of the e-mail site and the continuing benefits it has achieved.

**Action:** It was moved, seconded and unanimously approved that the Directors urge the membership to sign up for e-mail News Flash and that it be promoted at the next divisional meet.

### **Central Division Report:**

Betty Gilbert indicated that a slate of Central Div. officers for 2010 is complete and includes the following: Director, Betty Gilbert; Assistant Director and Member at Large to FGRS, Bob Kison; Treasurer, Don Pirson, Secretary, Vic Gilbert; Members at Large to Central Division Board, John Rowland and Mark Douglas.

Betty also indicated that meets for next year, except for January and many of the summer months, have been established.

### **Southwest Division Report:**

In the absence of Paul Wagner, Gene Staggs indicated that there is no slate of officers set up for Southwest Division as of yet. There will be a board meeting the end of the month to address this issue. The trailer train display has now been purchased from Bob Antilla, so, as a result, they will be open for transporting the trailer as the division decided.

### **Tampa Bay Division Report:**

Tom Jonkhout stated that Tampa Bay has a very extensive schedule planned. On October 3, a joint meet with Largo Live Steam was planned. Tampa has a train display planned for MOSI from November 27<sup>th</sup> to January 3<sup>rd</sup>. There will be two loops of track, a mountain and timer-controlled buttons will run the trains. Tom announced that due to a variety of personal reasons that he will not be able to be Director of Tampa Bay Division next year.

### **Old Business:**

**20<sup>th</sup> Anniversary Project:** Stan indicated that the cost of chartering a train in Parrish is \$500 and will accommodate up to 400 people. The owners do require they be told the number of participants so that cars can be added appropriately. Charters can be obtained on weekdays, and after 4 PM on weekends. The \$500 fee does not include food or a "hobo" train.

**Action:** It was moved, seconded and unanimously approved that the date for the party and train ride will be Saturday, March 20<sup>th</sup> 2010, with food being the responsibility of the members attending. Keith Wolfe will check on restaurant availability in the area.

**FGRS Clothing Project:** Keith Wolfe presented samples of shirts, and caps. All Board members believed the quality, color selection and logo to be excellent. The shirts were both with and without pockets. Base prices were presented and sales tax, shipping extra.

**Action:** A motion was made, seconded and unanimously approved to have Keith proceed so that a shirt may be obtained thru the website at a basic cost not to exceed \$25 per shirt, recognizing that adding pockets, size variations shipping and sales tax will be extra. The license fee of \$3.00 is waived for the shirts and caps.

**Rules of Procedure for South West Division:** Gene Staggs informed the Board that South West Division does not have as yet a written Rules of Procedure. He intends to bring that to Paul Wagner's attention.

**Membership List Distribution:** Betty Gilbert stated that because of several new members combined with a geographical spread of Central Division from one coast to another, there have been several requests for a Membership Roster. Now that a Privacy Notice has been sent out and returned with modifications as requested by some members, it only remains that a procedure be developed for the roster distribution. She presented some ideas about the way of going about this.

**Action:** It was moved, seconded and unanimously approved that a sub-committee consisting of the President, the Webmaster and the Treasurer to develop the methodology for Membership Roster distribution and the necessary wording of any disclaimers.

**New Business:**

**Election of BOD Officers for 2010:** Betty Gilbert indicated that George Sheldon has agreed to be Election Chairman. The current slate is as follows: President, open; Treasurer, open; Membership Director, Ruth Timmons; Secretary, Vic Gilbert; Librarian, Jim Lemon. Therefore, new volunteers must be found for the offices of President and Treasurer.

**Epcot:** Stan Kotas presented the current status for 2010. The train display will feature Bachmann products. We have been asked to staff the display as we have done in the past. Dates are from Wednesday, March 3rd thru Sunday, May 18<sup>th</sup>, a total of 75 days. The display will be most under a roof adjacent to the American Adventure building, and will be open from 11AM to 5PM. Details for overnight accommodations, meal vouchers and parking at the rear of the building are being worked out. There is a break room, restrooms and a small café behind the building. Lunch can be eaten at this café or the large restaurant near the Test Track. Keith Wolfe has agreed to do the scheduling.

**Action:** A motion was made, seconded and unanimously approved to have Stan Kotas indicate our interest to participate provided the results of the current negotiations over accommodations, vouchers and parking can be satisfactorily concluded.

**Next Board Meeting:** January 16<sup>th</sup> has been determined as the tentative date for the next Board of Director Meeting.

There being no further business, the meeting was adjourned at 4:55 PM.

Respectfully submitted,

**Vic Gilbert, Secretary**

**Florida Garden Railway Society**