

## BOD MEETING MINUTES OF GARDEN STATE DIVISION, NE REGION, NMRA

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**Purpose:** Garden State Division (GSD) Staff Meeting  
**Date/Time:** Saturday, August 25, 2018  
**Place:** DoubleTree Hotel, Mahwah, NJ  
**Attendees:** Bob Dennis, Steve Ascolese, Jim Homoki, Jim Walsh, Chuck Diljak, Fred Dellaiacono, Tom Wortmann, Ciro Compagno, Tom Casey, Mark Moritz, Dave Insley, Gerry Covino and Roger Oliver.  
Not in attendance: Paul Harbord, Andy Brusgard, Jim Fawcett and Bruce De Young.

Meeting started at around 9:00 AM

### **No Motions Submitted at the meeting.**

This meeting took place at the convention hotel for the Erie Limited 2018 and included a tour of the hotel facilities for the convention.

### **Reports were presented:**

President's Report – Chuck welcomed the guests at the meeting, convention registrar Gerry Covino, NER convention chairman Dave Insley, and NER treasurer Roger Oliver. For this meeting, Chuck wants to expedite the GSD BOD issues so that we can focus on the convention that is less than 3 weeks away. Chuck announced some changes on the board. Andy will be the membership chair and Tom C will provide analytical support to Andy. Chuck also announced that he and Fred are planning our Winter 2019 meet at 9:30AM on Saturday, February 23, 2019 at the Oakland Public Library. This is a good location with ample parking, good space for our meeting and a separate area for food and coffee. We will be making a donation to the library.

Vice President's Report – Although Jim F was absent, Chuck reported on Jim's behalf. Jim F has not heard anything from anybody about clinics. Chuck reminded us that we must think about clinics because we will need clinics for future meets. If you have an idea for a clinic, contact Jim F or Chuck.

Secretary's Report - Jim W distributed the DRAFT minutes of the last BOD meeting on 5 JUN 2018. Tom W suggested that the first name and initial for last name be used each time a person is mentioned to avoid confusion. He noted that there is a paragraph where 2 Toms were referred to but only the first name was used. The Secretary's report was accepted with the noted comments.

Treasurer's Report – Bob Dennis discussed a letter from the IRS, the IRS determination letter. Bob gave the original to Jim W for the legal file. Bob also filed an Annual 990 form and passed a copy to Jim W. We are also registered with the NJ Attorney General as a charity and Roger recommended that we have that document available as well. A \$500 CD is about to mature and Bob will keep it liquid so that the cash is available during the convention. Roger also recommends scanning all of our paper documents into PDF files. Chuck responded that we are already doing that. The Treasurer's report was accepted.

Education Committee and AP Reports – Steve A reported that 5 certificates for 3 of our members will be presented at the convention banquet in September. The Education and AP report was accepted.

Event Report - The events were discussed during the President's Report and we can skip any further discussion at this time. With nearly 6 months before our next meet, we will get together before then.

Membership & Club Chair's Report – Tom C presented the July report from the NER and it shows that we have 214 full members and 24 Rail Pass members – roughly 14% of the NER. We are the second largest division in the NER, exceeded only by the Hub Division. Tracking membership since June 2010

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and considering the renewals, people who join as full members have a 50% retention rate. Those that join as Rail Pass members have a 50% rate at the first renewal but it drops to 30% overall for the period studied – January 2011 to July 2018. Tom C said that he sent an email out to the BOD and can send the membership info on request. Chuck said that he wants to have Andy post the information to Dropbox in Excel format. It is easier to work with an Excel file. A discussion of acceptability of posting information to Dropbox resulted in Chuck planning to contact John Doehring to determine if posting membership information to Dropbox is appropriate. An additional discussion of the latest information about the NER divisions: The Lakeshores Division has been added to the NER and the existing Maritime Division is now named the Eastern Canada Division. The membership report was accepted.

Whistle Post Report. – Jim H was lucky to get the last issue out when he did. Articles came in that week and he had time to get it done. As usual, the sooner we send in the material the better it is for Jim H. When articles are put together send them right in. The next issue is probably not until January but get things in earlier. Like if you come up with a column after the convention or want to write something about the convention, do it in October – do not wait until the last minute. If Jim H gets things early, he can start to put it together. The Whistle Post report was accepted.

4H Program - Jan wants to know if we are going to do it again next year. It starts in November. Bob D reminded us that Jan has consistently supplied door prizes for our division meets and continues to give door prizes from remaining inventory. Chuck wants somebody to lead this – develop the curriculum and organize the volunteers. We need a broad based curriculum for each monthly session from November until May. Bob D will lead the effort and he has a plan for the modelers to build structures for the Timesaver layout assembled at the last World Greatest Hobby show in Edison. The GSD will participate and board members will volunteer. Bob D will contact Jan.

“Erie Limited” 2018 Convention Report - Our slogan is “Come ride the Erie Limited”

- Tom W asked if anybody knows of anything major that we may have missed. Chuck noted that we must make sure that we have the needed volunteers: Information Desk, The Raffle, Set-ups as well as supplies.
- Tom W said that we need a list for laptops, extension cords, power strips etc. Chuck had a list of these items and activities and he passed it around for people to volunteer for activities or to bring equipment. Gerry pointed out that he will need help adding items to registration envelopes on Thursday morning. Chuck said that the booklets must be added to the envelopes – convention book, layout book and nonrail activities book for people who registered with a significant other. Also the GSD bookmark will be added into the envelopes. Brochures for local attractions will be available at the information desk.
- So far 171 registered with 4 cancellations, 109 for the banquet, 24 signed up for the Sterling Hill Mine and 33 for the light rail tour. Gerry noted that he will be selling available tickets at the registration desk. Gerry has tickets for all activities including the banquet, Thursday reception, modeling with the masters, F&C clinic, - anything that is still available.
- Registration badges will distinguish one day registrants and identify the day. So far we have 4 registered for one day and 4 non NMRA members. Dave Insley said that if a nonmember becomes an NMRA member, then the fee will be refunded. He also said that the person’s local division will be notified.
- Roger said that we are slightly in the black.
- Dave asked about a lessons learned meeting in the October/November timeframe.
- Chuck added that we need to get the lawn signs to the layout owners. They can be taken from this meeting for those who will see the layout owners.
- We need 4 projectors (Tom W and Ciro indicated that they have them) and Dave has 3 screens. We will set up each clinic room for the duration. Chuck will update the list on Dropbox.
- At the registration desk, Gerry will have a printer/scanner if anybody needs prints or copies.

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- The sign up list does not include volunteers for the contest room but setup is listed. Certificates of Appreciation for the clinicians will be printed on bond paper, signed by the convention chair, Tom Wortmann, and placed in the clinicians' registration packet. Certificates will also be prepared for the layout owners for the open houses and operating sessions. Chuck has all the certificates on Dropbox as PDF files. Ciro will print them on bond paper and get them to Tom W for signature. Then they are ready to be placed into the registration packets.
- Fred noted timing and schedule for the banquet: Cash bar/cocktail hour 5:30-8PM and food service 6:30-9PM. Dave Insley discussed ceremonies for the banquet. Fred said that he could arrange it as necessary. Maybe at 6:30 there will be a welcome so that the food service starts at 7:00. Chuck reviewed his plan for the agenda of the banquet ceremonies but did not have exact timing of the program. He also wants photos of all of the first place models and photos when the awards are presented. He asked Jim Walsh to take the photos. Then we will have the speaker, and last will be the introduction of Ed O'Rourke for next year's convention.
- Fred will ask the hotel for a standard table layout of the banquet room.
- Chuck asked about easels – need 8 easels with poster board or foam core.
- Dave Insley reminded everybody that they need receipts to be reimbursed for any material purchased for the convention.
- Tom Wortmann noted the importance of us sending out thank-you notes to those individuals and companies that donated to the raffle.
- Roger said that we are running slightly in the black but he is waiting for any remaining receipt submissions. Tom W asked for the volunteer and equipment lists to be updated so that he can distribute to some other volunteers. Chuck identified the count for the books to be printed: 200 Convention Books, 150 Layout Books and 50 Nonrail Books.

Old Business:

- We purchased new lawn signs – done.
- NER membership information about 2 new NER divisions – done.
- Somebody to monitor our Facebook – nothing happening there – this item is still open.
- Contact the Kingston Model railroad Club – Jim H had no success in communicating with them and gave up on them.
- Finalize table arrangements for the N scale T-Trak layout. - done.
- Get the information concerning the donated items for the auction – nearly done and should be completed by the coming Monday.
- New plan for GSD events – still open with Chuck
- We spoke briefly about clinics – we really need people for clinics. Keep thinking about clinics – priority for upcoming meets.

New Business – None

Chuck announced that there will be no more meetings before the convention.

Meeting adjourned around 11:55 AM and we had lunch at the restaurant.

Respectfully submitted,

*Jim Walsh*

Jim Walsh, Secretary NMRA/NER/GSD