



ORANGE COUNTY MODEL ENGINEERS, INC.

The Mackerel Flats and Goat Hill Junction Railroad

P.O. Box 3216 • Costa Mesa, CA 92628-3216 • (949) 548-7246

Date of Meeting: Saturday October 5, 2019

Place of Meeting: OCME Clubhouse

Call To Order: The regularly scheduled meeting of the Orange County Model Engineers, Inc. was called to order at 1:15 PM by President Gary Gorman.

Board Members Present: Hank Castignetti, Gary Gorman, Ken Matassa,
Allen Stephens

Board Members Absent: Bob Harrison

Approval Of Minutes: Motion to approve September minutes by Hank, seconded by Gary. Motion carried 4-0

Other Members Present: Dixon Sheldon, Dalton Johnson, Terry Koken,
Terry Cummings

Member Issues:

- Dixon advised the board that he has ordered 14 bales of straw for the Pumpkin Patch. Stated that he needs someone to accept delivery on Friday 10/18 and pick up on Monday 10/21 and the bales must not be broken open in order to receive a refund. He suggests that Boy Scouts should be invited to volunteer at OCME. Gary advised him that he is free to invite Boy Scouts. He also asked what OCME currently charges for a birthday party and was advised that the charge is \$200.
- Dalton suggested members should be asked what changes or additions they would like to see at the club. He recommended an email solicitation of all members to provide feedback and that the addition of a Suggestion Box should be considered. Gary commented that it is important for members to offer ideas along with solutions, not just a list of problems. Dalton also advised the board that Home Depot may be willing to donate tools and/or supplies to the club if they are asked. He stated that Home Depot typically requires proof that OCME is a non-profit organization and presenting a list of needs may be appropriate.
- Terry Koken has taught three members how to sharpen drills and how to use a lathe. Mark Johnson and Mike Swartz are halfway through projects he has assigned them in order to learn to use a lathe. He commented that he now has more time to teach other members how to operate the equipment. Gary suggested that Terry compose an article for the Way Freight offering all members lathe training. Terry will try to get it into the next issue.

- Terry Cumming questions who is liable if a member is injured using a lathe. Gary suggested that if the injury occurred at Terry Koken's house it would be Terry Koken, however, an injury at the club would be the responsibility of the club. Gary stated that he is very concerned with any issue involving club liability and that the club does all possible to prevent law suits.

Terry stated he was going through notes of prior-year Santa Claus events and observed that OCME has been conducting it in similar fashion since 2006. At the end of last year's event he decided he would no longer care to chair the activity. He suggested that a new chairperson will need to be identified to organize the photo shoot with Santa and offered Zach Jones as a possible replacement as he is proficient with computers and photo equipment. Zach provided technical assistance, as well as volunteers, to aid last year and should be asked to assist in the same manner this year. Terry passed out information packets illustrating how he has organized the event in previous years. He cautioned that OCME needs to begin organizing this event ASAP. He advised that someone needs to be identified to assume the character of Santa Claus. The club needs a Santa.

TREASURER'S REPORT:

- Allen notes that account balances are down from last month as a result of writing a large number of checks. Some of which were; Steve Trom for switch parts, The Train Works for final payment of engine 819, annual webpage renewal fee, and plumber repairs in the station restroom. He advised that the club store did over \$1600 in sales last run weekend with the highest one-day total on record. The Board offered congratulations to Betty Cummings and her staff for their efforts in the store. Allen reported total assets in the club general account of \$34,747.
- Motion to approve Treasurers report by Ken, second by Gary. Motion passed 4-0.

OLD BUSINESS:

- Hank reviewed the new engine unveiling event and noted that over 8000 people viewed the city video he posted to our Facebook page.
- Gary stated that the Fall Meet was a success.
- Hank volunteered to generate a "retention schedule" for all club records and to organize all records on file. Hank reiterated that the OCME Secretary is also OCME "Custodian of Records". (PENDING)
- Gary offered to make an operating manual for the 819 that will also address all engine maintenance needs/issues.(PENDING)

NEW BUSINESS:

- Hank verified with Betty that the date of Newport Beach Police Department Christmas party is Saturday December 14th. Betty has requested a donation of \$400 as they have asked for two trains.
- Hank verified with Betty that she has booked parties on December 7th (the morning is already booked). Betty asked for board direction for booking parties on December 28th. The board verbally agreed that she should book the 28th as board members advised they would be available to crew them.
- Hank was asked to confirm this with Betty.

- Hank suggested that candidates running for office should advise what position they are seeking. He pointed out that this, in fact, already happens when there is an equal number of candidates to match the open positions. No one elects to run for a position they have no desire to attain and no one would risk being elected to a position they feel unqualified to fill. It was agreed, by consent, that ballots would note what positions candidates are seeking.
- Hank relayed that a member has requested the club print business cards for him to use to promote the club. A discussion ensued regarding printing generic cards that would be available to all members wishing to promote the club. It was agreed that brochures are far more effective promotional tools than business cards. It was pointed out that only board members receive cards as a way of identifying themselves in business situations. It was agreed, by consent, that business cards would not be printed for promotional purposes and that the club should begin planning to produce a new brochure. It was noted that the club has distributed in excess of 1500 brochures this year and members are encouraged to distribute them freely.
- Gary discussed the Scarecrow Festival/Pumpkin Patch planning and Hank distributed a map produced by the city showing the location of all vendors. It was decided to run northbound for the entire event in order to maintain the "Baggage Claim" table in the same location for both days.
- Gary advised that he would contact Betty about offering pumpkin tickets for sale in the store so riders could use a credit card.
- Gary discussed planning for the 2020 Spring Meet. He advised that the club needs to begin planning early.
- Gary distributed a list of projects for the club to consider for the next year and suggested it be sent to all members for their review.

BOARD MEMBER COMMENTS:

- Ken commented that after crewing a birthday party train he feels the club needs to address the condition of our existing track very soon. He noted an immediate need for cross-leveling, removal of dips, and banking curves.
- Allen advised that he is unable to assume the character of Santa this year, as he had hoped, and that Dave Bowen is similarly unavailable. He intends to talk with Bob Harrison about finding someone to be Santa as it is really an Operations issue, not that of the Treasurer.
- Hank offered to discuss finding a Santa with Pat Ledbetter, who has made contacts in the past.
- The board agreed, by consent, not to loan the club Santa suite.

Motion to adjourn by Ken, seconded by Allen. Motion approved 4-0 at 3:10

Respectfully Submitted _____



Hank Castignetti, Secretary

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(Items in **RED** require/denote action by a member)