

## Working BOD Adgenda

### Tuesday Special Session:

7-8:00 PM            Audit committee report  
Dahlia Room

### Wednesday:

7-9:00 AM            Call to order  
Dahlia Room        Approval of agenda  
Minutes (report received, forwarded)  
Treasurer's Report (report received, forwarded)  
Committee Reports  
    Audit (report received, forwarded)  
    Advertising (report received, forwarded)  
    Archives East-End (report received, forwarded)  
    Archives West-End (report received, forwarded)  
    Calendar (report received, forwarded)  
    Company Store (report received, forwarded)  
    Grants  
    Mainstreeter  
    Membership (report received, forwarded)  
    Modeling (report received, forwarded)  
    Web Site (report received, forwarded)  
Motion to accept reports

### Sunday:

9:00— AM            Call to order  
Dahlia Room        Approval of agenda  
Audit Report Recommendations  
Old Business  
New Business  
    Election of Officers  
    Conventions - Chris Frissel  
Adjourn

## **Working General Meeting Adgenda**

2:00 PM  
Ponderosa Room

- Call to order
- Minutes
- Treasurer's Report
- Committee Reports
  - Audit
  - Advertising
  - Archives East-End
  - Archives West-End
  - Calendar
  - Company Store
  - Grants
  - Mainstreeter
  - Membership
  - Modeling
  - Web Site
- Nomination/Election of Board of Directors
- Old Business
- New Business
  - Conflict of Interest Amendment to By-Laws
- Adjourn

# 2010 Company Store Report

July 1, 2009 to June 30, 2010

- The Store inventory was moved from Auburn to Raymond WA and orders are now fulfilled from that location with few issues. Dave Cooley continues to do a great job of the order fulfillment.
- This year we have not had any new “must have” products introduced which has reduced the product sales.
- Expecting Larry Schrenk’s new book and the NP Color Chip Sets to increase sales this Fall.
- Members have increased their use of the web site to renew memberships and to register for the Convention. Much of this year’s non-product sales increase likely reflects the enthusiasm for the Convention train ride.
- This Fall, we must recruit a new Store Manager who is responsible for monitoring the inventory, ordering replacement inventory, maintaining the Store web site and preparing Store flyers for mailing with the Fall Mainstreeter.
- The 2010 Store sales by Product Category is shown below along with comparisons to the last two years:

Product Category	Sales Source	Item Quantity	Sales	Source Percent	2010 Category Percent	2009 Category Percent	2008 Category Percent
Clothing	Online	35	\$522.05	2.6%	3.9%	2.5%	3.3%
	Convention	35	\$491.61	8.4%			
Modeling	Online	255	\$8,688.60	43.2%	45.0%	49.3%	37.6%
	Convention	91	\$2,993.10	51.3%			
Specialties	Online	93	\$700.74	3.5%	3.8%	1.9%	1.1%
	Convention	41	\$292.56	5.0%			
Mainstreeters	Online	473	\$2,796.30	13.9%	10.9%	7.3%	11.2%
	Convention	6	\$38.64	0.7%			
Books	Online	103	\$3,698.97	18.4%	20.2%	26.4%	27.5%
	Convention	56	\$1,537.49	26.4%			
DVDs	Online	93	\$3,680.53	18.3%	15.9%	12.6%	19.3%
	Convention	22	\$445.15	7.6%			
Calendars	Online	85	\$471.64	2.3%	1.9%		
	Convention	5	\$32.20	0.6%			
Totals	Online	1052	\$20,119.39		77.5%		
	Convention	251	\$5,830.75		22.5%		
2009-10 Totals	Product Sales	1303	\$25,950.14	100.0%	100.0%		
2008-9 Totals	Product Sales	1976	\$44,289.50			100.0%	
2007-8 Totals	Product Sales	1877	\$33,358.12				100.0%
Membership Processing	Online	350	\$16,526.50				
Convention Registrations	Online	123	\$29,901.00				
2009-10 Totals	Non-product	473	\$46,427.50				
2008-9 Totals	Non-product	357	\$20,002.00				
2007-8 Totals	Non-product	304	\$16,888.00				

# NPRHA Modeling Committee Annual Report

Dean O'Neill – July 2010

## Mission Statement

Enable and energize NP modeling through various efforts, including special runs with manufacturers, assisting manufacturers in their research, and researching and producing our own original kits.

### 1. 2009-2010 Noteworthy Items:

- A. Released our first N scale rolling stock special run – General American Airslide covered hoppers in two body styles and two road numbers. The kits should be here in time for the Spokane convention.
- B. We hope to offer a custom decal set for the hoppers this fall.
- C. The committee continues work on the color card project, with final delivery hopefully coming in the Fall of 2010.
- D. The ModCom assisted Athearn and Walthers with two NP specific projects over the last year.
- E. We continued to keep existing kits stocked at the store.
- F. We have had three people leave the Modeling Committee, we now have 11 members.

### 2. Feedback Needed

- A. What is the modeling committee doing right?
- B. What does the modeling committee need to do better?
- C. What is the modeling committee not doing that we should be doing?
- D. How can the modeling committee improve communication with NP modelers?

### 3. Future ToDo:

- A. Need to finish the color card project, big hit on resources.
- B. Would like to start working more closely with manufactures.

## Current Offerings:

SKU	Description
N3100	Motor Car/Work Shed - HO
N3101	Wooden Fuel Shed - HO
N3102	Scale House - HO
N3103-	NP 4-Dome Train West Sign - HO
N3103-N-S	NP 4-Dome Train West Sign - N
N3103-O-L	NP 4-Dome Train West Sign - O
N3106	Phone Booth - HO (2 Pack)
N3107	Ice Shed - HO
N3108-1	Tool Shed – HO (Single)
N3108-2	Tool Shed Single - HO (2 Pack)
N3121	HO Scale - NP 30x48 Standard Plan
N3124	N Scale - NP 30x48 Standard Plan
N3120	NP 57-Foot Mechanical Reefer - HO

SKU	Description
N3109	Double Stall Tool Shed - HO
N3110	Motor Car Shed & Fuel Shed – N
N3111	Double Privy – HO
N3112	NP Flat Car 53-Foot – HO
N3113	NP Stock Car 42' 8" – HO
N3104	HO Stock Car Ends – HO
N3039	NP 50-Ft Single-Sheath Box Car – HO
N3114	NP 2-Story - N Scale
N3105	NP 2-Story Depot - HO Scale
N3116	Bay Window Caboose - HO
N3117	Caboose Side Door Add-On Kit - HO
N3123	O Scale - NP Motor Car/Work Shed
N3122	HO Scale - NP East Helena Depot

# 2010 Web Site Report

*Gary Tarbox July 2010*

The 2009-2010 year has been a period of settling out for the NPRHA.org Web Site after the installation of the new server and SharePoint 3.0. A great deal of content had been held until the new server was available and has now been posted.

In general, the new server opens site pages and performs searches much quicker than the original server. Now the limiting factor for page display is the download speed of the users computer.

The following activities highlighted the past year:

- NPRHA.org content is directly accessed from the “Links to All Site Databases & Lists” at the top of the Research Library Home page. This allows a user to browse all 110 databases currently posted on the site and drill down on the items of interest.
- Experienced users can go directly to one of the four content types posted on the site: Diagrams, Information, Photos or Rosters.
- Users are finding the improved Column Filtering is the quickest way to locate an item on a list. filtering shows an alphabetical list of the column’s contents where the item you seek can be selected.
- Word Search results are only shown as links to pages, rather than the actual page content and is less useful than Column Filtering in finding items quickly.
- A new GN-NPJointArchive.org site was added to the Server to accommodate the records and scanned Aperture Cards of NP and GN drawings of structures, station plats and bridge structures. GNRHS paid the \$400 consulting fee to required to configure and install the new site. Bill Sornsin has taken on the role of webmaster of this site.
- The data on the new server has grown to 82.3 GB from 15 GB on the original server. The server hard drives are now running at eleven per cent of the 747.4 GB capacity.
- An order has been placed for a copy of the recently released SharePoint 2010 Enterprise Edition and it will be installed this Fall.
- The SharePoint 2010 upgrade will increase the search capability on the site, as-well-as allowing integration into the web site of the JSRH Database and its special features written by Jeff Otto. This will, for example, allow more members to catalog items from their home computers.
- XFactorMM provides the NPRHA with their “top of the line” commerce site where our Company Store operates and hosts our new server in a commercial data center for the same \$99 per month fee as called for in our 2003 agreement.

# 2010 West-End Archive Report

*Ed Sherry July 2010*

- The PNRA building purchase closed Jun 25, 2010.
- The Lease Agreement was executed by Jan Taylor and Gary Tarbox in early June 2010 calling for a ten-year term, a donation of \$10,000, monthly rent of \$200 and a monthly equipment use fee of \$25.
- The archive material at the Auburn storage locker will be moved to the PNRA building as soon as we return from the Spokane convention.
- NPRHA members are being recruited to organize the collections received and repack them in archival boxes. Later these volunteers will scan and catalog the material.
- Coordinate archival organization and cataloging with NPRHA effort at East-End / Jackson St.
- Submit budget request for funding archival organization and cataloging.
- The following NPRHA collections have been received to date:
  - Alice Staeheli..... A collection of great stories from her husband, Glenn Staeheli, about happenings during his NP career as locomotive engineer on the Idaho Division, Road Foreman based in Fargo and Tacoma and Chief Brake Inspector.
  - Barney Donahue ..... A 1961 map showing the divisional breakout of a proposed merger of NP, GN, CB&Q, SP&S and Pacific Coast.
  - Bill Harrison ..... Two boxes of railroad books donated for the benefit of the NPRHA West-End Archive and the Association.
  - Bill McKown ..... A set of detail drawings used by Bill to manufacture his brass models of NP locomotives and cars.
  - Bob Hundman..... A copy of a 1952 era NP freight car diagram book. In good condition.
  - Ed Berntsen..... A group of Train Registry books and assorted documents from the NP's Tacoma Division. (~36 cubic feet) Also, assorted BN documents from 1970-74 era (~43 cubic feet)
  - Harold Stewart..... A collection of photo negatives (218), prints (23), slides (61), digital scans (12) of Northern Pacific equipment from the Harold F. Stewart collection from the 1950s and NP public timetables (12) from the 1930s to the 1957.
  - Jim Kreuzberger..... Thirty-eight slides, 85 prints of NP power, 65 negatives of same images and nine NP brochures, all from the Lake Superior Division.
  - Jim Mattson ..... A set of 622 NP completion reports from the Seattle and Tacoma Divisions from 1900 to 1919 with prepared index sheets.
  - Mac McCulloch ..... A painted wood piece from Lester WA depot: 41" x 4"; spiral-bound photo album of locations on the Palouse & Lewiston and Central Washington branches operated by Watco dated March 9-10, 2004, two copies; and a spiral-bound photo album of Palouse WA; the Washington, Idaho, Montana line; and the abandoned Genesee branch.
  - Rich Batie ..... Seventeen slides NP freight cars from the Tom Hoff Collection. Twelve NP brochures and twelve assorted cards from the 1968 to 1970 era.
  - Stephan Irwin, MD .... A book of 164 original photo prints prepared by Ron V. Nixon and presented to Dr. Irwin in exchange for medical services rendered to Ron and his brother Maynard in the 1980s.
  - Tim Miller..... One metal file cabinet (4' x 2' x 3') with approximately 48,000 microfiche-aperture cards containing drawings of the Structures, Station Plats and Bridges on the Burlington Northern west of central Montana. Most of the drawings were originated by the NP, GN and SP&S in the early part of the last century.
  - William J. Neill..... Two 100+ foot rolls of film taken between Seattle-Winlock and Portland-McCarver Street in Tacoma during the Fall and Winter of 1968-69. These have been digitized and await editing into a larger Seattle-Portland DVD.

## **NPRHA JSRH Joint Archives Report**

July 2010

Prepared by Mike Borkan

### **Events**

The Archives group coordinates and hosts the NPRHA East End Meet a couple times per year; the meet lasts about four hours. Approximately twenty to thirty people attend, coming from as far west as Whitefish, MT and as far east as Chicago, IL. The meet is usually scheduled twice per year, early Nov and late winter (Feb/Mar); coupled with the annual convention held each July, this allows for NPRHA get-togethers about once every four months. Historical and modeling topics over the past year have included:

- Railroads and the 1933 Chicago World's Fair by Larry Schrenk
- NP Mystery Photos by Larry Schrenk
- NP's University of Minnesota Line Change by Jim Dick
- NP Wheel Reports by Mike Borkan
- White Pine Logging Route (WA, ID and MT) by Dave Zuhn
- Model Show-and-Tell
- Upper Midwest RR slide show by Joe Legner

### **Collections and Displays**

Several collections were either donated or added to during the past year:

- a. Barbara Person Hancock stewardess nurse uniform
- b. Bruce McCord photos collection
- c. Pat Stafford collection
- d. Hugo Meisser photos collection
- e. George Lamphier collection (donated by Dordie Lamphier)
- f. White Bear Lake Historical Society photos collection
- g. Jerry Masters collection - books
- h. Mike Borkan collection
- i. Emil Skok locomotive model (donated by Bill Hellenberg)

Lila Kravetz, who helped start the NP stewardess nurse program, donated a very nice maple and glass display case to house the stewardess nurse uniform donated by Barbara (Person) Hancock during the 2009 NP convention. The display case has been placed in the JSRH museum.

### **Archiving Sessions**

Weekly archiving sessions of the NPRHA/GNRHS/MTM Joint Archives at the Jackson Street Roundhouse in St. Paul are held Tuesday evenings throughout the year. The sessions run from 6 to 9 PM. Regarding NPRHA members' activity, there are one-half dozen members who show up regularly.

The Archives group continues to regularly contribute the column “From the Archives” to the NPRHA’s Mainstreeter magazine.

Hudson Leighton of the Archives group scanned in an NP standard plans book and produced some CDs that are now available in the NP Company Store. We hope to put together another CD in time for the 2011 convention. Hudson also scanned some photos from the Gene Hawk collection and submitted them to the GN-NP Joint Archives website for display.

### **Facilities and Equipment**

We are in the beginning stages of procuring some more computer software upgrades from Tech Soup, a group that makes software available to nonprofit organizations at a reduced price.

The digital projector received in June 2009 was used at the 2009 convention and East End Meets.

JSRH Security: There are no significant security events from the past year.

MTM = Minnesota Transportation Museum, owners of JSRH

JSRH = Jackson Street Roundhouse

GNRHS = Great Northern Railway Historical Society



**NPRHA**  
**Membership Report**  
**July 2010**

	6/30/09 Through <u>6/30/10</u>	7/12/08 Through <u>6/30/09</u>	6/27/07 Through <u>7/12/08</u>
Membership, beginning of period	1,904	1,885	1,823
New Members	214	170	236
Non-renewals	(147)	(144)	(159)
Deceased	<u>(14)</u>	<u>(7)</u>	<u>(15)</u>
Membership, end of period	<u>1,957</u>	<u>1,904</u>	<u>1,885</u>
Net Change	53	19	62
Half-Price Memberships sponsored by existing members	8	21	49
Members with expirations beyond one year	26%	23%	26%

**Renewals and Retention:**

Membership renewals are encouraged by:

Including a message on the mailing envelope for each *Mainstreeter* to continually remind members of their expiration date and encourage early renewal.

Mailing renewal notices about one month prior to expiration. This continues to be the most successful method of encouraging renewals.

**Recruitment:**

The source of most of the new memberships cannot be identified. However, Ken Vogel's efforts at swap meets and railroad shows in the Seattle and Portland areas appear to be very effective, and may account for about 50 of the members recruited during the current year.

DATE: October 30, 2002

## COLLECTION POLICY

As stated in Article \_\_\_ of the Museum By-laws, the National Model Railroad Association's Howell Day Museum is a private, non-profit educational institution. The Museum's purpose is to convey the fun, the history and the craftsmanship of scale model railroading and to collect, preserve, exhibit and make available for scholarly research significant objects that advance and/or illustrate the fun, the history and the craftsmanship of scale model railroading.

### Collecting Objectives

The categories of collection for the Museum shall be:

- 1) **Permanent.** This includes all objects in the Museum's collection that are owned outright by the Museum for purposes of exhibition and study.
- 2) **Loan.** There shall be short-term (less than one year) and long-term (more than one year for up to five years) loans for purposes of exhibition and study.
- 3) **Research.** Original historical and/or prototype research based upon the Museum's collection shall be performed by or under the direction of staff. The collection forms a basis for continuing reappraisal of our knowledge. The Museum translates this information from collections into exhibits, seminars, publications and other appropriate media.
- 4) **Educational.** In addition to the study and exhibition portions of the collection, smaller teaching aids, usually expendable materials, usually unaccessioned, may be used by instructors and students, various groups and individual visitors as educational experiences and hands-on activities.

### Archives vs. Collections

**Archives.** These materials encompass all collections dealing with manuscripts, paper objects and unframed photographic images.

**Collections.** These materials encompass all other nonarchival, physical objects such as locomotives, rolling stock, tracks, structures, scenery, electrical, prototype, etc.

Reference to collections in general shall refer to all holdings of the Museum.

The concentration of the Museum's collection shall be on scale model railroading from its beginnings to current and any other objects that help interpret that history. High quality historical objects from other areas or periods may be considered for the collection as opportunities for acquisition occur.

## **Responsibility for the Collection**

The Museum shall take all necessary action for security, documentation, handling, storage and conservation of its collection in accordance with established guidelines of the American Association of Museums.

According to Article \_\_ of the Museum By-Laws, business affairs and property of the Museum shall be managed and controlled by the Museum's Board of Trustees or by such executive committees as the Board may establish pursuant to the By-Laws.

As stated in Article \_\_ of the Museum By-Laws, a standing Acquisitions Committee shall formulate and maintain an acquisitions and collection policy and evaluate and vote upon each object presented for purchase or donation to the Museum and to its appropriateness to the purpose and programs of the Museum. The Committee shall then make its recommendations on accessions and deaccessions for action by vote of the Museum's Board of Trustees.

Under Article \_\_ of the Museum's By-Laws, the Museum may employ a Curator, who, under the direction of the National Model Railroad Association's Executive Vice President, shall be responsible for the day-to-day administration of the Museum and for promoting and conducting its overall programs. The Executive Vice President, working with the Curator, shall have the authority to select and employ personnel, shall be responsible for the supervision of the Museum and shall provide direction for the development and growth of the Museum.

## **Acquisition Policy**

All materials and objects considered by the Museum must meet the following criteria before acquisition by any means:

- 1) The acquisition must conform to Museum collecting objectives;
- 2) The historical significance of the material or object(s) must be determined;
- 3) The Museum must be in the position to properly care for the proposed acquisition;
- 4) Acquisitions must be free from donor imposed restrictions;
- 5) The present owner must have clear title;
- 6) The material or object(s) must, if possible, be documented as to provenance;
- 7) If possible, no acquisitions will be encumbered by less than full property or literary rights, copyrights, patents or trademarks, or by obscene or physically hazardous attributes;
- 8) If for sale, staff must arrange for full funding before purchase and a fair market value

must be determined between the parties;

9) Whether acquisitions are accepted for accession or for development purposes is up to the sole discretion of the Museum;

10) All moral, legal and ethical implications must be considered before the acquisition is made.

**Gifts.** The Museum may accept gifts which relate to the Museum's purpose and objectives. After study of the object intended for donation by the appropriate staff member(s), a report shall be made to the Museum's Board of Trustees regarding the condition and worthiness of the object. Acceptance or rejection of the object shall be decided by a simple majority of the Museum's Board of Trustees. All gifts are tax-deductible under conditions applicable to museums and 501 (c)(3)s as prescribed by the Internal Revenue Service. All gifts are outright and unconditional property of the Museum.

**Purchases.** The Museum may purchase objects which relate to the Museum's purpose and objectives. These objects must be in compliance with established accession priorities. Once a need is established, a request for purchase is presented to the NMRA's Treasurer to verify the budget will allow the purchase. After study of the situation by appropriate staff, a report shall be made to the Museum's Board of Trustees in regard to the worthiness of the object. Approval or denial of the purchase shall be decided by a simple majority of the Board. A statement of sale must accompany each object approved for purchase.

**Loans.** The Museum may borrow objects from institutions or individuals for exhibition or study. The Museum shall handle all objects with the same care as it does with its own collection and shall execute any documents necessary to do so according to current professional standards. Short-term loans (less than one year) shall be handled by appropriate staff and do not require approval other than from the Executive Vice President. Long-term loans (one year to five years) shall follow the same acquisition procedures as for gifts. Loaned objects shall be returned according to agreement or upon verbal or written order of the lender or by his agent, at any time following the 90<sup>th</sup> day after notice of intent to withdraw. In the case of the death of the lender, after proper notification by the Museum to the legal representative, unless provided for in the lender's will, or notification to the Museum by the lender's legal representative or other provisions, within twelve months after the death of the lender, the object(s), if still in the possession of the Museum, shall become the property of the Museum. The Museum will then have the sole right to decide what to do with the object(s).

The Museum may at some time wish to make outgoing loans to other institutions for exhibit, research or other purposes. Evaluation of objects for such loan shall be at the discretion of the Executive Vice President in consultation with the Museum's Curator. Authorization for outgoing loans shall be the same as for incoming loans, both short- and long-term. All practices and procedures must follow current professional guidelines (American Association of Museums standards) and comply with conditions of the Museum as stated on the outgoing loan form.

## **Deaccessions**

Permanent removal of objects is sometimes necessary to upgrade the quality of the collections within the Museum. Deaccession is the process of removing permanently from the collection any accessioned Museum object. The deaccession process shall be cautious, deliberate and scrupulous. The deaccession or consideration of deaccession of objects from the Museum shall be an ongoing process as the Museum continues to meet its objectives of establishing the highest quality collection possible. The Museum must be certain it has clear title to and the legal right to dispose of any object for deaccession.

### **Deaccession Criteria**

Museum objects considered for deaccession must meet at least one of the following criteria:

- 1) The material or object is outside the scope of the Museum's purpose and/or its acquisition policy;
- 2) The material or object has failed to retain its identity or authenticity, or has been lost or stolen and remains so for more than two years;
- 3) The material or object is duplicate;
- 4) The Museum is unable to properly preserve the object;
- 5) The material or object has deteriorated beyond usefulness;
- 6) The material or object has doubtful potential utilization in the foreseeable future.

The Executive Vice President and Curator are authorized to apply jointly the above deaccession criteria.

### **Deaccession Policy**

Not all objects accepted by the Museum may be accepted with the intent of accessioning them and adding them to the Museum's collection. Some objects may be accepted solely for the purpose of being sold in order to help make the Museum an even greater institution.

The Executive Vice President and/or the Curator may recommend deaccessioning material if, in his/her best judgement, one or more criteria for deaccession has been met. The Executive Vice President or Curator shall make the recommendation in writing to the Museum's Board of Trustees. Such recommendations will specify the source and/or provenance of the material, the current market value, and recommended means of disposal, which may include: exchange or transfer to another institution, sale (negotiated, private, public auction, sealed or open bid); return to donor; addition to an educational collection; or if no other alternative exists, disposal or destruction.

The Museum's Board of Trustees will respond in writing, approving or disapproving the recommendation and designating the means of disposal. These records will be included in the object's file.

If it is decided that certain objects are no longer needed for research, exhibition or education at the Museum, such items may be sold at the best possible price subject to the following guidelines:

**Ethics of Sale.** Materials and objects shall not be given, sold, or otherwise transferred to Museum or NMRA employees, officers, trustees, volunteers, or their immediate families or representatives, unless such transactions are conducted at public auction and are available for complete public disclosure.

**Method of Sale.** Negotiated private sales, public auctions, time sealed or open bid are acceptable methods. A reserve price may be agreed upon and approved jointly by appropriate staff and the Museum's Board of Trustees in the event it is necessary for the final sale of an object.

**Proceeds.** All proceeds resulting from the sale of deaccessioned objects from the Museum's permanent collection shall be spent solely to improve the Museum.

### **Gifts to Other Institutions**

In certain circumstances, the Museum can benefit from the release of items in the form of gifts to other institutions. It shall be the policy of the Museum to consider such actions upon request, or if the circumstances arise. It shall be the responsibility of the Executive Vice President and/or the Curator, with final consent of the Museum's Board of Trustees.

### **Exchanges**

A formal, reciprocal transfer of materials between the Museum and another institution or individual may serve to advance the purpose and/or objectives of the Museum. The policy of this Museum shall be to consider such actions under the guidance of the Executive Vice President and/or the Curator with final consent from the Museum's Board of Trustees.

### **Record Keeping**

Systematic records concerning the Museum collection shall be maintained at all times. These documents are among the most important in the Museum. These include: gift and loan forms signed by the donor, lender and/or Museum; records of purchase; insurance documents; object description sheets; catalogue cards; deaccession records; minutes of Museum Board of Trustee meetings; and any other records deemed necessary by current professional museum standards.

### **Public Disclosure**

The Acquisition Policy is ordered printed by the Museum's Board of Trustees and a copy shall be made available to any donor or prospective donor upon request. Also, a list of any materials deaccessioned from the permanent Museum collection within a three year period shall be kept current and may be disclosed upon responsible inquiry.

### **Ethics**

The National Model Railroad Association's Howell Day Museum shall follow an overall code of ethics approved by the Museum's Board of Trustees. This code of ethics is based upon the Museum Ethics report of the American Association of Museums. In relation to the collection policy, the code specifically addresses conflict of interest, personal collecting and appraisals for board and staff members.

Approved by the Museum's Board of Trustees on \_\_\_\_\_.

## **NPRHA Calendar Committee Report**

July 2010

**Calendar Committee Members:** Bill Kuebler, Chair; Duane Durr, Gary Wildung

A *Memorandum of Understanding* between the NPRHA Calendar Committee and BOD was established at the request of the NPRHA President in July 2006, in order to develop and maintain good communications between the Board, the editor/printer, and the Committee regarding the Committee's work, schedules, and deadlines. In addition, a letter outlining the committee's process in creating each calendar was also sent to the BOD in July 2006. The process established by the Committee that year has been working very well. Some of the main features of the Committee's on-going work are as follows:

- Acquiring candidate images from various sources.
- Developing new sources.
- Obtaining necessary permission for photo use. Each image is properly credited to the extent feasible.
- Monthly and cover photo selection for each year's calendar.
- Writing captions for each image, including cover image; 13 images in each calendar.
- Reviewing thumbnails and recommending changes on occasion.
- Holding substitute images and captions in reserve, in the event needed late in the process. If a substitution becomes necessary, the Committee makes the image selection.
- Submitting manuscript and scans to editor/printer by the established deadline.
- Reviewing date grids, holidays, and historical notes for each month on the initial proof.
- Reviewing text and photos on back cover (including convention info) on the initial proof.
- "Last pass" review of final proof before printing and publication.

### Deadlines:

- **October 1<sup>st</sup>**, two years prior to a calendar's year: Images must be submitted to Committee in order to be considered for use in that calendar. Submission by the deadline does not guarantee image use.
- **January 15<sup>th</sup>**, year prior to a calendar's year: Committee must submit all materials to editor/printer for layout work.
- Editor/printer submits initial proof (Adobe file; no deadline) to Committee for a cover-to-cover review, but must allow a minimum of two weeks for this review.
- Extra time must be allowed for any late substitutions of images due to technical problems with a chosen image. (This has not occurred since 2006, when the Committee assumed responsibility for having images cleaned professionally at DigiGraphics & Photos, Inc., in Minneapolis).
- Calendar for the following year is published and mailed with the No. 2 issue of *The Mainstreeter*.

### Editor/Printer's Responsibilities (per MoU):

- Achieve highest possible photo reproduction quality without altering photo content.
- Inform Committee of any need for photo substitution or other technical issues as soon as possible. (This has not occurred since the Committee has been using DigiGraphics & Photos, Inc.)



- Achieve highest possible accuracy in placement of historical notes and date grids, being careful to avoid unintended date- or note-“migration”.
- Allowing sufficient time (two weeks minimum), per the MoU, for Committee to review layouts and proofs before the printer’s publication deadlines.

### Photo Selection and Placement Criteria

The Committee strives to achieve *balance*, *variety* and *quality*. Naturally, these goals sometimes conflict, and trade-offs and judgment calls must be made. For example, the Committee may choose a photo with a flaw that cannot be removed, if the photo otherwise offers something very valuable that cannot be obtained by use of another image. The Committee tries to balance subject matter and categories, including but not limited to these:

- Steam, diesel, cars, M.O.W. equipment, structures, signals, etc.
- Locations/geographic settings (i.e., lines east vs. lines west; branches; etc.).
- Time frame (good images prior to 1930s are difficult to come by!)
- Color vs. Black & White images (no signature limitations exist, however)
- Employees in view
- Photographers and collectors represented in the calendar

Generally, the Committee favors action shots or views that imply activity and thus attract attention, rather than simple roster shots—although a roster shot is not ruled out if it has other unique qualities that meet our criteria (e.g., a rare piece of equipment, setting, or time frame).

The Committee does not maintain a large “stockpile” of cleaned images for use in the calendar, because doing so would tend to tie our hands during the photo selection process. We do maintain a few cleaned images in reserve, but most of these are earmarked for use as images in near-future calendars. This method allows us maximum flexibility in “balancing” any given calendar. This is why the Committee needs funds each year to clean additional photos—an on-going process.

Sources have been generous in making their collections available to us (only one source has turned us down so far). The number of good sources, however, is likely nearing its potential. We believe that in just a few years, the variety of images available to us will decrease to the point where subject balancing and category-variety will be impacted. This is inevitable.

Philosophically, the Committee strives most of all to please the audience, deeming the audience to be (in this order of preference): (1) current NPRHA members; and (2) potential NPRHA members (i.e., the Committee sees the Calendar as a recruiting tool).

The Committee has received much positive, and no negative, feedback in recent years. Therefore, the Committee’s current system appears to be highly effective. The Committee is especially pleased with the professional work of DigiGraphics & Photos, Inc., and has developed a very good working relationship with them. They continue to give the NPRHA outstanding service at a reasonable price.

Respectfully submitted,

Bill Kuebler  
NPRHA Calendar Committee Chair

## White Bear Lake 2009 Convention Report

**Preliminary planning notes:** A mention of the events and times surrounding the convention needs to be noted. When I was first approached to chair the convention, gasoline prices hovered around \$4.50 per gallon. These soon abated however prices fell in great part because the general economic conditions became quite dire with a collapse of the housing and financial sectors. At the time of writing this post convention report, the unemployment rate in the Mpls/St. Paul area is now ~ 9%, reflecting the national rate of unemployment. The forecast is that it is very likely to reach 10 percent before declining. I wonder if these current numbers do not move, what effect if any may be felt by next years convention staff.

**Of the presenters** approached, most came on board. The two notable exceptions were - one from the Chicago area whose spouse had just been laid off prior to my calling. The person was unsure of their status should the economy continue as it had. I am hoping to ask this person if they can present at the 2011 Duluth convention. The other person declined due to joint replacement surgery scheduled for the week just prior to the convention.

My feeling is that unless the economy shows a steady rebound or at least, some signs of a stabilization of the employment sector, the first example listed above may affect the attendance of future conventions. Of the second example above is a more lasting trend that affected my convention and will affect future conventions. That is, the demographics of our group as a whole are not stable but shifting year by year in age. A concrete example of how it affected this convention would be that of the motor coaches for the Friday outing, one was requested with handicapped facilities. This one option cost more than \$100 dollars in excess of the non-handicapped rate; however I and my wife agreed that we dared not face the prospect of not being prepared for such a contingency. Bus prices as a whole seem to be trending upward. Ken Zieska whom had also recently arranged recent motor coach equipped outings, elicited surprise at the rise in pricing.

It should be mentioned that the motor coaches were supplied through a contact provided at the Minnesota Transportation Museum, hereafter referred to as MTM. This contact was able to get me motor coaches at less than market rate. As the prior mentioned energy prices rose and then fell, it seems the transportation companies held steady on their pricing. Should the cost numbers of the motor coaches of this convention be studied, they reflect 75 - 80% of market rate. Such increase in cost affected my price projections at the planning stage.

**Veteran's Panels:** A little prior history here. For years I had heard in the NPRHA at the conventions, at the archives and at the East End Meets that we have people who are in contact with the vets. Time and time again I asked if we should not make a special effort to reach out to former vets and make them aware of the NPRHA? "No need to do that, because we have people doing that", the reply. I approached these same people for help in contacting these veterans and what I got was blank looks and an admission from one that maybe we haven't been as current on this as we need to be.

We took several actions to reach out to the vets: The first action taken was to give my wife some MAINSTREETERS. She had a dozen magazines and application brochures, sent my wife off to the BNSF building here in St. Paul. She tried the Veteran's Association office in Rm. 232 of the

former NP/GN building. Some one passing in the hall told her of the hours that she might expect to find the office open. Then she went to the BNSF offices here in St. Paul. Through sheer serendipity as she boarded the elevator to the eleventh floor had a passenger on the elevator ask her about the magazines, seeing the monad on the cover. After a short conversation, the fellow passenger identified herself as an executive secretary and escorted my wife through several guarded doors to an audience with the head of public relations. Some materials were left with them. These efforts did yield results for which I am thankful.

My wife and I, after leaving several phone calls with the number listed at the Vet's Association office, found that the vet in charge of the office had left in the fall and was wintering in Florida. Ultimately, no contact was ever established via this office.

In this same time frame, I made use of a contact that we had seen in the archives office, Nyals Kittel. We were also assisted (greatly!) by Jack Christensen. It was through these two people that we eventually had the turn out of vets that we did. I also wish to thank Mike Borkan and Ken Zieska for the preliminary work in preparing for these panels. And again to Ken for moderating these panels.

Prior to the vets' panels at the convention, I had arranged photo presentations to be shown. This and the positioning of Jack Christensen's career reprise were to help warm up the vets for the panels. I have always known Jack to be a good person, however was somewhat surprised in the depth of love, appreciation, and adoration that Jack's former co-workers expressed for him.

I had envisioned three veterans' panels originally; One with the men on the front line, engineers, switchmen, and others; another with officers, and the third one an open one. The appearance of Lila Crivitz and the others stewardesses were a happy surprise and in hind sight, though not planned, again welcome.

At the East End, as two of the people responsible for overseeing the vets have passed away in quick succession, the organization has decided to meld into the NPRHA body. Mike and I will be overseeing, along with Nyals, the future get-to-gathers.

**One last word on the veterans panels,** I have had many e-mails and more than a few phone calls from NPRHA members since the convention, all of them thanking myself and our convention for arranging the numerous veterans panels. I would imagine that if a chairperson would hold a convention without at least holding one vets panel, and vets are available; the chair of same convention does so at great risk of raising the membership's ire against them.

Jack Christensen, as stated above, was a wonderful resource in helping "shake loose" the veterans. Jack had told me in a telephone conversation that given the turn-around-time in returning to a site, (nine years Jack and I agree upon) and the age of the vets; many of the conventions in the next six years or so will be the last time we may well see any veterans of the NP and so it is very important that every effort be made to reach out to the remaining vets and give them their due. I feel that this last point cannot be overstated.

Of the three panels envisioned, three did take place. The first one on Wednesday had limited attendance, though if I recall, we had at least five vets. The Friday panel had quite a few; perhaps twelve and I think Jack's presentation at the second one had much to do with the disparity. They just loved their former mentor. The third panel on Saturday had approx. eight vets. I was called out of the presentation about one third into the hour for reasons still a mystery, as once called away, I was asked no questions by the person who had called me away.

**Convention packets:** I have often felt in the past that a large amount of my convention packet to be useless stuffing and almost immediately recyclable material. The hotel had an information kiosk at the desk area and so I did not feel it necessary to recreate this in every single member's envelope. I wanted to give members information that would return some value to the cost of registration. I found a document; a report prepared for the 1957 shareholders meeting and transcribed this document. There was also a list of coaling towers that Verne Alexander had transcribed for me and that had been submitted for the NPRHA.org website several years ago however had not yet been posted on the website. I reprinted these and included it in the members' registration envelopes. There was one other local newspaper supplement that had a map of the local area showing businesses, such as restaurants, convenience stores and a street fair that we tried to work into the convention as an option to get out and explore the town. Even the hotel stressed the street fair as something we should promote. We gave registrants two sheets, both reproductions of maps from the archives, consisting of a Twin Cities terminal map and a map of an obscure branch in Washington State. Last of all, given to the attendees was a copy of a wonderful watercolor painting done by Jack Christensen.

That print is my most cherished remembrances of the 2009 convention.

**The hotel site:** As mentioned prior, the state of the economy was an ever present cloud overshadowing all decisions. I recall many years prior an NPRHA member making the statement that "if people cannot afford the conventions, too bad." The problem with that statement (in my opinion) is that the people most disproportionately affected by economic downturns are younger and middle aged people eighteen to forty, the one demographic group the NPRHA needs most if we hope to survive as an entity in the long term. I took a chance booking a smaller hotel of which the facilities were not as splendid as prior conventions. There were the off sets of having an NP depot in sight of the hotel and having the former NP main across the road from the hotel. The hotel had many historic photos in the hallways, many with the railroad in White Bear Lake as either the subject or peripheral to the main subject.

The hotel had a limited number of rooms available, less than 100, however prior conventions (Mandan) had similar numbers so I felt some confidence that the hotel would be adequate. Also, I knew that in prior conventions on both ends, there are many who live local and would drive daily to and from the convention. When registration topped one hundred I was honestly quite exuberant. Room prices were not as low as I had hoped however were lower than the past two conventions, and significantly lower than the prior year's convention. My initial hope regarding room prices was to get the rate below one hundred dollars. I perhaps might have bargained harder however there are several events in the Twin Cities of our conventions time frame which spill over and affect this bargaining. - The USA Soccer Tournament and the Minnesota Street Rod Association, which used to stay at the Bandana Square hotel, site of the former Como shops.

There were some problems regarding transportation issues regarding members who came via the Mpls/St. Paul airport. I commend Ken Zieska for resolving this problem with a fixed rate and the firm, Super Shuttle. I would believe it prudent that the Spokane chairs look into such a service, as the airport and convention site are also distant.

**Regarding pro-rating prices for the convention:** I was admonished not to do this by the prior chairs however found this to be quite easy if sticking to guidelines. The first and second days were given a weight of 33 % percent each, with the last day (which included the banquet) was weighted at 50 percent of total costs. The third day was an extra cost off site sign up and so was easily detached from other cost accounting. These rates were uniformly and openly offered (when asked) and applied. When these structures were offered, we found no one felt that the pricing was unfair, no one to my knowledge complained, and no one was offered a "take it all or leave" price structure. I feel that last part to be important bellwether on if an organization judges itself exclusive or inclusive to its members concerns.

**The Women's or Spouses Tours:** My feeling is that these were quite successful. We received quite a bit of feedback on these at the end of the convention, all of it very positive. To those who want numbers, they tours showed a net income of \$60 above costs, so doing these yielded a positive net cash flow. I (and my wife) had felt that this was a much too long overlooked aspect that the NPRHA needed to be responded to.

The tours were envisioned from the start to be low impact and at your own pace. The only time this formula was deviated from was when tour guides at sites took over and the group was governed by the same. I have heard in the past the comment "They can always go shopping" offered as a one size fits all remedy to the response of what is presented to spouses that attend and have always been taken back by the coarseness of the comment.

For an event with little prior history, I think these went quite well and overall, the women's tours showed positive numbers. My wife and I undertook the action of push selling the tours at the registration desk, actively promoting signing up for the tours at the time of registration.

Of the initial tour to the St. Paul Marjorie McKneely Conservatory, five had been signed up by the close of registration on Wednesday July 15. Two more were signed up the next morning at registration. We (Vita and I) had made the decision that we would run a tour for a few as one, as we needed to demonstrate that we fully supported these tours. Seven had been signed up were there; however as the time of departure approached, nine people were waiting. The response of these attendees to both my wife and me later was quite positive.

After the conservatory, the van loaded and went to a local St. Paul bistro whose quality is quite high and whose prices are quite reasonable. I understand one in the group left the main body and did some reconnaissance of the many shops local to the bistro. On the trip back, the driver passed by the Cathedral and the Minnesota Historical Society also running through the downtown St. Paul area before returning to the hotel.

The first days outing must have been quite well received as there had been limited initial response to the second day's outing however when the van left for the tour of the Minnesota Historical Society and the St. Paul Cathedral, the numbers were very good and these events I feel were very successful.

It is my heartfelt hope that future chair people continue these events for the spouses. As I hope we have demonstrated, when a decent product is offered the event will have a great chance of succeeding and can even be looked upon as a revenue enhancer and not a burden, for the convention planners and attendees.

**Modeling and the modeling room:** In hindsight, this might have been handled a bit better; however everyone seemed to be happy. The space was adequate; the lighting supplemented by Dr's exam lights, (gooseneck lamps on a floor stand) which I had obtained through a donation of my workplace to the Minnesota Transportation Museum. These were then relocated temporarily to the convention site from the MTM. I think a longer term solution needs to be worked out regarding the lighting of model displays. Lights were "True Light" bulbs of 60 and 100 watts which mimicked natural sunlight. Table leg risers which had been lost at the Fargo convention were cut and the table heights raised. These legs were sent with the Company Store boxes and should be available for future conventions. I am working on ideas for improving the portability of lighting for the display models as this seems to be a trend in the modeling sectors and hotel lighting no matter what is claimed, seems to be inadequate.

I did have some problems with staffing of the modeling room, a possible solution which I will address later in the recommendations. Initially Dean O'Neill relayed that he was not coming and I was going to ask the Modeling Committee members to each staff one time slot, and then repeat until all open sessions were staffed. Dean then mentioned that he thought he would make the convention and I delayed implementing the prior plan. I never heard back from Dean that he would not make the convention, which ultimately proved to be the case and was left unprepared. Other members of the modeling committee I had hoped to arrange with prior now had committed themselves and were not able to help.

**Final Notes:** After the convention had closed, everything was cleaned up, and all had gone on their way, my wife and I were having lunch in the hotel restaurant before leaving. These were blessedly peaceful moments that I still recall with fondness. While having lunch, many of the hotel staff came up to us and thanked us for holding the convention at the hotel. The good behavior and decent tipping of our group was noted and very much appreciated by the staff. They hoped that we would consider returning to the hotel in the future.

**Finances:** I have recently been made aware that the convention showed a modest positive cash flow (+ \$3300) and for that I am most grateful.

### **Recommendations:**

**Recommendation 1:** The access to the NPRHA.org has to be changed in some manner. It has to be made more accessible to the convention chairs that rely on the site for convention information such as registration info. Often was I locked out of the database and not able to retrieve data - even after numerous attempts of reporting the same and having the password reset. I know talking with others in my convention, that I was not alone in being locked out of the database. I do realize the need to keep the site secure. One suggestion would be to provide a webpage that would populate as a read only page with the latest data regarding registration.

**Recommendation 2:** The standardization of materials like lanyards and badge holders for conventions.

Reasoning: From vendors, quantities in multiples of hundreds are the only quantities that can be purchased. To expand: I was sent a box of badges from the prior conventions. There were two types of badges and the quantities of both were slightly less than fifty. It seems that like I,

they bought in quantities of two hundred and I could also add in my leftover labels, none of these three groups which would be the same size, and then the 2010 chairs can look into this box with the same bewilderment of what to do with these that I had when I opened it.

I would submit that we should order in quantities of 1000 and provide for the next 6 or so conventions. This would also make custom printed lanyards (NPRHA or simply Northern Pacific) within the price range consideration of convention chairs. Chairs would be billed for the number of registrations and dinners. This would cover the next six to seven conventions and provide the chairs of these conventions materials at prices they could not purchase individually.

**(Note:** Ken Zieska feels that each convention badge could be made unique and I remain open to that. It should be mentioned that Ken's former business background opens up these opportunities that most chairpersons might not have available)

**Recommendation 3:** The Company Store should be authorized to purchase a laptop PC and desk top printer. Reason: The archives were asked to provide a PC workstation and printer for the Company Store's use at the convention. These requests will in all likelihood be made year after year. I had two printers at home, both of which I supplied to the convention. The drum unit replacement unit of these printers is a major cost should they need to be replaced and my feeling is that this cost which the company store accrues at each convention is not properly being accounted for. John Fuji has offered that if we need some peripherals he can help through his employer's plans, in the same manner Gary Tarbox has provided software support to the archives. I would recommend the purchase of an approx. \$300-\$400 laptop PC or notebook; the software could be loaded on the device and travel to and from conventions with the inventory.

In the same a small desktop printer could be obtained (again perhaps through John Fuji) and travel in concert with the laptop. Such items would be portable enough to be easily transported to a secure overnight place, such as in the convention chairs room or a like site. This would relieve convention chairs from the position of scrounging up equipment like this. There is enough to do already, and there is little gain to show on their bottom line from going through this work. If the convention staff did not supply this equipment, the Co Store would be put in the position of renting or leasing this equipment and as such, these are hidden costs that in essence falsify the Co Stores profit statement.

It should be noted that historically, the society prior had purchased quite an array of items such as digital camera, complete PC workstation, scanner, provided internet access (and continued to update these tools from time to time) for the Company Store staff when it was held prior to the current arrangement, and given that prices of electronics of this nature have fallen greatly and functionality is greatly improved, the same should be considered for the current store operations.

The cost for space occupied by the Company Store at conventions need to reflect the true cost of these operations. An admittedly extreme example that might serve as an explanation of this could be the prior St. Paul convention. Meeting rooms at that convention cost \$1000 per day per room. As of such I was very concerned about cost overruns. The Company Store (which was not under the current management), excised the option given to them of getting a free room on site (even though they lived here in town) and as I researched into it, found that a two room suite had been reserved. Initially I was relieved by this as the Company Store, on prior occasions, had

occupied one room and sold out of the other. I thought that would be the case here. As the convention was getting started, I was told (rather forcefully) that "No, we are not selling upstairs. You need to get the store a room downstairs." Per guidelines approved by prior BOD, they were within rights to ask this and I did reserve a room and however placed the model display room and the Company Store together to save on the daily \$1000 per day cost of a room. Even so, I truly doubt that the total sales, (not to mention more importantly the net profit) came close to covering 50% of the \$3000 cost of providing the space to both groups. There has been the statement that "we have always made a profit at our conventions, save one". That convention, with the above circumstances, was the one.

The modeling rooms do not declare a profit however the Co Store has always submitted figures regarding profitability. Assessed against that number must be a true accounting of all costs accrued. The purchases of inventory are assessed, however as best I can recall, the real estate costs never have been, and I cannot help but wonder, - why has this not been done?

**Recommendation 4:** That a supplemental budget be built into the Company Stores expenses to allow the hiring of a staff person to handle the store when the convention is going. To expect or have to lean on attendees to be "volunteered" to staff should not be seen as an option. At this convention, a person recommended by the hotel was hired to oversee the stores "cash register". I believe this staff cost was under \$200.

**Recommendation 5:** A small laptop or notebook should be procured for convention registration use. Reasoning: The Chair is often asked (openly or otherwise) to risk the use of personal equipment when they chair these events. Again, like the laptop purchased for the Co store, a laptop or notebook in the approx \$300 range would be all that is needed. The unit could also serve as a back-up unit for playing the increasingly popular power point presentations. The functionality that would be called for, working an Excel spreadsheet or running PPT presentations are well within the capability of even the lowest priced units. This hardware could travel and be stored with the Company Stores inventories and would then be available for use at west end activities in the same manner the east end has access to the archives room and materials.

**Recommendation 6:** That convention chairs be allowed to use a stipend or perhaps rebate the person or persons who staff the modeling room. Like the Company Store position, this is in reality - a job, and should be recognized as the same. I know Mike Lustig has sat in the modeling room through several conventions. I have talked with Mike and his feeling is that "if he never staffs another convention modeling room" he will have done more than enough. To that name I think Bryan Bovek, who spent much of the Spokane convention in the modeling room could also be added. To charge someone a full fare to come to a convention and then expect them to staff a room, missing multiple presentations and fellowship seems to me to be not quite decent - unless such person seeks out this position.

I've often heard someone say that the "modelers are the future of the NPRHA" and allowing an offset to the convention fare would be a simple first step of showing more than just words. A half price fare is my suggestion. The BOD has oversight over the convention chairs and could use that oversight to guard any possible misuse of this allowance, should the likelihood of that outcome be presented as one reason not to do this.



**In closing**, I would like to thank the convention staff, my wife Vita has been mentioned. She staffed the registration desk and single handedly kept the Spouse's Tours on track. I also cannot underscore enough, the role that having a spouse who not only endured this undertaking, but additionally helped in all aspects, keeping me sane to the completion of the convention

Mike Borkan and Tonia Borkan were involved in preliminary planning and I relied on them for feedback. Tonia Borkan (and her mother) helped greatly with the registration and other matters.

Brian Dick and Dan Roach helped with the raffle as did Sally Vogel.

Gary Tarbox oversaw operations of the Company Store.

Outstanding mention should go to Ken Zieska. His work on keeping numbers straight between the convention and hotel was very much appreciated. Ken's help proved to be essential in initiating contact and meeting with the vets prior to the convention and Ken took over much of the logistical coordination with the vets once the convention planning solidified. Ken also helped with coordinating activities on a local scale regarding the White Bear Lake Historical Society and the hotel site

Jack Christensen also deserves to be singled out for special mention for his help in corralling the vets. Due to his prior high caliber of work and inter-personal skills while at work on the railroad many years hence was such that former employees showed up "just to see John" struck me as quite humbling, and helped greatly to populate the vet's panel. Jack also calling out of the blue and offering to conjure up a painting for the convention needs to be acknowledged. As stated prior, that painting remains my most cherished remembrance of the convention.

All of the folks above helped in many other ways not mentioned and **I owe all of them much thanks.**

James C Dick

White Bear Lake 2009 Convention Chair

From Ken Zieska:

My recommendations are as follows:

The NPRHA has the registration in the store; all moneys are collected there so the registration is by default in the store. This is great, wonderful accountability and a good use for all the overhead built into the store activity. The store or store data base manager should provide reports with information to the convention chairman who will staff a welcome counter where people who have registered will be provided their packets. Walk up should register through the store to keep all money transactions in one place improving transaction accountability. The reports the convention chair needs are simple and only a part of the data base the store collects, I would be glad to work with the data base person to create the forms.

A special report should cover the banquet to be turned in to the restaurant catering manager, one special report for check in on tours and then the basic form with registration details to check off when people walk up. The convention chair has enough to do; they should be supplied with reports not a mass of data when the store already has this expertise.

There is no value in the convention chairman doing sorting and such when we have a data base manager who created and lives with this sort of thing.

The contest is currently designed so it can be modified at each convention. I find it strange that the modeling committee would accept this and not request to have consistent rules and classes so that a modeler can plan each year what they want to build and bring. I think the modeling forms should be PDF so they always print consistently and are consistent from year to year.

Even if this is a popular vote contest, there was discussion that a person could not just bring in a model out of the box and enter it into the contest; this needs be spelled out if it is the case. I heard a group suggest they would not offer the "what if" category at a future convention. I do not believe this decision should be made at the local level, these are national conventions. In several other organizations I belong to there is a national modeling contest person to assure a consistent event and they work with the local committee to make it happen.

Ken Zieska