

Board of Directors Meeting Minutes
Potomac Division, MER, NMRA
7:30 PM, December 16, 2025

1. Call to Order at 731pm via online link as provided from the Division website:
 - a. In attendance: E Little, A Belida, K Wilson, G Cassidy, L Stoermer, M Brechbiel : J Stanley arrived at 808.
2. Adoption of the Agenda- adoption of agenda approved, as amended with new business additions.
3. Approval of Minutes of Past Meeting: Minutes from prior meeting:
 - a. November 2025 adopted as amended. past minutes as amended that was sent out by email after last meeting.
4. Superintendent's Report (Ernie Little) Ernie reviewed these items:
 - a. Division Seasons Greeting Card. Sent out
 - b. Division Yearly Report. Report shared via email
 - c. Abrams Award. 3 submissions, being reviewed for award.
 - d. 2025 Event Planning update: calendar being updated. Many for the coming year being prepared, be sure to watch website for most current schedule of events, both in person and online. Greg is working on having access to the B&O station in Silver Spring for a meet, as well as leisure world. Lee will work on seeing if a March 7, 2026, Loudoun County layout tour is possible.
 - e. Web Master Report. Updates continue, Ernie reviewed those being done.
 - f. NMRA Logo - incorporation of Division logo into the new system, and work on potentially adopting a new Division logo. Lee to get with Bill on a proposal, possibly also developing a new one as well, as an option.
 - g. Annual report: has been filed with National and Region. To be shared with membership in upcoming Superintendents portion of the Flyer.
5. Senior Asst. Superintendent's Report (Greg Cassidy)
 - a. Nonprofit effort status (Greg Cassidy) Has been 'accepted' at IRS for processing. Awaiting further status update. Of note it was 'accepted' without any issues or corrections noted in initial processing stage.
6. Flyer Editor/Publisher Report (Alex Belida)
 - a. January NewsBrief is ready to distribute.
 - b. Next edition of the Flyer is well underway, this note included is from Alex: . The Newsbrief for January 1st is basically ready and will lead on our intention to hold AP tutorials in 2026. The February-March Flyer is filling up rapidly and will be an A.I. inspired issue with two features on using artificial intelligence programs to assist in track planning and sign-making. Our Meet the Member feature will be about our own Bob Sprague. We have articles on building a small freight station by Martin Brechbiel, adding a track scale to add realism to a layout by John Paganoni, Brian Sheron discusses upgrades to Jamaica Station on his layout, and Tim Tilson discusses how to make your water features more realistic. We take a look back at the Flyer challenge winners of 2025. Our challenge for this issue is for decals, dry transfers or other signs you printed, but it's off to a slow start – just three submissions so far despite my reminder appeals. And finally, we expect a report on Bernie Kempinski's

open house from Ken, the layout reviewer, and I have some extra photos by Greg.

7. Asst. Superintendent's Report (Ken Wilson)
 - a. Layout report pending for recent layout tour.
8. Paymaster's Report (Jerry Stanley)
 - a. Changes in the bank account to status of signatory. Account has been transferred into a nonprofit status for the organization.
 - b. Report provided via email of account status.
9. AP Coord. (Martin Brechbiel) no updates at this moment to report. Martin has requested relief of the AP coordinator duties within the coming year, and this is being addressed.
- 10. Old/Unfinished Business**
 - a. AP clinic schedule (Ernie Little) Discussion about schedule of clinics and who is submitting. Continue developing list and arranging. See prior notes in Event planning section for more. Many updates in the works due some members not being available.
 - b. Pizza box trains (Ernie Little). Div can support by offering volunteer help, nmra does not operate the event. Any kids attending must have a parent on site with them during full event.
 - c. Sale money to bank (Lee Stoermer). Update shared. Need proper account info to be able to complete transaction as visit to bank was not successful with bank teller.
- 11. New Business**
 - a. Membership notification policy for expirations.
 - i. Ernie reviewed proposed changes to policy manual to bring updates and corrections noted below.
 1. Email additions to Division email list: those that have requested have been added as requested, unless an issue arises.
 2. Website file system notification documentation
 3. Spelling out 'assistant' instead of abbreviating it.
 4. Adding in social media policy that was adopted previously.
 - b. Joint meet with Chesapeake division
 - i. Greg following up with Chesapeake Div about a joint meet with them.
 - 12. Good of the Order**
 - a. Concerns/Questions.
 - b. Date, Time, and Place of next BOD meeting January 20, 2025, 7:30 PM.
 - 13. Adjournment:** motion Greg and Ken 2nd and Board approved to adjourn, at 840p