Board of Directors Meeting Agenda
Potomac Division, MER, NMRA
7:30 PM, April 20, 2026

Zoom Link:

https://us06web.zoom.us/j/84773342491?pwd=1RbrWjpveFabJSfqQYMEQaQaK3aCna.1

1. **Call to Order Attending:** Little, Wilson, Cassidy, Brechbiel, Stanley, Stoermer
2. **Adoption of the Agenda-** adopted as amended with added item (speakers/mics, vote results)
3. **Approval of Minutes of Past Meeting**
   a. Minutes from prior meeting: March 2026 approved
4. **Superintendent's Report** (Ernie Little)
   a. **2026 Event Planning update** Ernie reported how planning for future events is progressing. Noted issue with lack of response from Chesapeake Division regarding potential joint meet. Consensus was that we press forward and if they can figure out if they want to join in then okay. Sites are being sourced in MD area and Howard County libraries has availability although meeting would need to be open to the public. Questions came up regarding liability /insurance, and distractions of those that happened to wander in, which could be good or bad depending on if they we interested or just there. Could also be an issue if clinics requiring materials or tools, or break snacks were to be offered. Greg asked about interest in a table at the October Timonium train show, which resulted in mixed responses. Jerry noted that if purpose is attending was to promote for membership, it is met with limited success, while if for selling items then it would be worthwhile. Decision on attending to be made later in year. Jerry noted there is also a rail event in Manassas every year in early June for Railroad Days. He will check on a date and contact info in case we would be interested in participating.
   b. **Web Master Report:** web site has had a few updates as needed to keep current with events Ernie reports.
   c. **NMRA education workgroup** Ernie reports that there is a NMRA national education workgroup is working on projects, one that is pending soon is a clinic \on railroad hand signals and that a 'test' of some sort was to be a part of it. This caused some conversation and comments about a test being a part of it but did not result in any action item.
   d. **Voting results:** 240 electronic ballots sent out with 57 returned, 18 mailed out hard copy of which 2 were returned; results: bylaws- received 59 votes which was 100% of those responding; Treasurer Wilson received the majority of the four candidates that received votes; 2nd Asst Superintendent Stanley received 55 votes: Persons elected will be verified and take position during the annual business meeting in May.

5. **Senior Asst. Superintendent's Report** (Greg Cassidy) Greg reviewed layout survey. Noted that the reminder notice Lee sent resulted in a significant increase in participation,

now at 63 responses. Names that requested will be included in a raffle for an item for having participated in the survey during the May business meeting.

6. **Flyer Editor/Publisher Report** (Alex Belida) Not present, will include his report at a later date.

7. **Asst. Superintendent's Report** (Ken Wilson)

   a. Ken reports on his work on researching mics and speakers. This resulted in a motion by Jerry, second by Greg, favorable vote for expending: equipment 557 plus tax limit @$600, with a $200 refund from NMRA. Ken will store the equipment and work with Greg and others to develop instructions and practice with it at a location as available to see what the capabilities are such as multi camera and receivers. There was some discussion about proper cables, Greg and Ken will look into this prior to the practice session.

   b. Layout tour signs: Ken asked about gathering these, Lee with be point of contact and assemble those from the latest layout tour of Loudoun members and get them to Ken.

8. **Paymaster's Report** (Jerry Stanley)
   a. noted in report provided, to be attached and posted online.
   b. Ernie reports that he met with Truist bank in person, was able to get the monthly bank fee corrected (to $0), resulted in a refund of the monthly fee of the last couple months of $30 since the non-profit status was established, arranged online account access, created a 'payments' activity checking account which will be used as a base for receiving funds from pay pal and other electronic formats, and arranged for a debit card for use by the Board for payments as required and pre-approved. The 'activity' (or pay pal account as it is being commonly called) wll be the account that the debit card is drawn from and will maintain a minimal balance, typically around $100 and will have funds transferred into it to cover pre-approved debit card purchases.

9. **AP Coord.** (Martin Brechbiel) Martin Reports that Bill Lyder has completed his MMR and should be receiving his certification soon, as it already was reported in a recent NMRA posting. He also notes there are several others in various stages of submittals for different AP projects. A question was asked about AP evaluations at the next meet, and it was tabled until next month and to see if there were more inquiries about it occurring/being available.
   a. Ken had a question about volunteer points from his time as Asst superintendent and layout manger and documentation of his times, Martin offered that Lee could act to verify that, as Clerk position could note these from prior records. Lee will be awaiting Kens' submission of time record, using prior meeting notes and Newsletter announcements to coordinate times.

10. Old/Unfinished Business

a. Securement of **checking account for PayPal** (Ernie Little) see prior note with paymaster report. A policy and determination of the holder will be developed was noted by Ernie and to be worked on with the incoming treasurer.
b. Securement of **PayPal account** (Lee Stoermer) Lee reports the account is active and ready for use including obtaining the nonprofit status and benefits such as reduced rates. Link was shared and will be posted online and in Flyer.
c. Receiving and disposition of **donated items policy:** Ernie being developed and will be shared before next meeting for adoption.
d. **Donated items on hand:** Ernie has a few items as well as Lee that are being held until next opportunity. Greg offered to be a POC for the MD side and Lee and Ernie will handle the VA side of the division. Discussion about potential meets to attend and process on this. See item above (#10c to be developed)
e. **Layout survey** (Greg Cassidy) see prior note on this.
f. **AP manager opening** (Ernie Little) Ernie notes this is still a pending item.
g. **Joint meet with Chesapeake** Division in November (Greg Cassidy) see prior note, this is still pending to see if Chesapeake is interested in committing to this.

11. New Business

a. **Annual meeting/meet – Saturday May 23rd**
    i. **Agenda –** after significant discussion**,** final version appears ready
        1. Guest speaker Deane Mellander: topic - 60 years of railfanning; clinics are also arranged and time slots filled.
    ii. **Logistics** –snacks and lunch if any to be firmed up by next week. Ken to check on possibly jersey mike sub catering versus pizza. Ken handling coffee and water, Greg bringing pastries.
    iii. **Raffle/ door prizes**: Greg and Lee to arrange.
    iv. **Layout tour:** Northern Virgina Model Railroad club reports they will be open that day after meeting so members can attend if they choose.

12. Good of the Order

a. Concerns/Questions. None
b. Date, Time, and Place of next BOD meeting May 19, 2026, 7:30 PM.

13. Adjournment. At 21:05. (9:05pm)