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

1. **Call to Order at 7:35 pm.**

2. **Adoption of the Agenda- attending:** Ernie Little, Greg Cassidy, Lee Stoermer, Alex Belida, Martin Brechbiel, Ken Wilson, Jerry Stanley, Tom Matty

3. **Approval of Minutes of Past Meeting**
   - **a.** Minutes from prior meeting: September 26, 2026. Approved as previously shared.

4. **Superintendent's Report** (Ernie Little)
   - **a. 2026 MER Convention:** Ernie shared that there were 148 attendees and additional spouses making the attendance around 175, clinics were good, food on site was fair, there was an issue with two of the contests that had no entries initially then had two entries that were 'fair' at best but since only entries received a first place award.
   - **b. Discussion** about next years MER will be held in Martinsburg.
   - **c. Superintendent's meeting** – Held on 17th during the convention. Looking at some updates/ revisions, Potomac div is only one to suit for banner funding in MER, newly formed Appalachian division is reviewing their boundary with James River div, expected to be formalized in January 2027. Discussion about an emergency contact being requested during registration.
   - **d.** 2027 Elections committee established: Mark Gionni (sp?), Brian Sheron, and one other to be announced.
   - **e.** Event Planning update
     - i. November 14 event at AVFD annex facility. Cars AP clinic will be presented and the Civil AP has been rescheduled as the virtual clinic on Nov. 15th.
   - **f.** Web Master Report: continued updates.
   - **g.** 2026 Audit – still need to get posted to drop box for all to see.

5. **Senior Asst. Superintendent's Report** (Greg Cassidy)
   - a. **Discussion about emergency contacts, being included as part of registration of an event.**
   - b. **Banner:** commented about our banner having been processed.
   - c. **Clinics:** commented about clinic schedule for November meet, and ideas.
   - d. **Tax exemption:** spoke with Gary about sales tax exemption.
   - e. Greg reports he discussed with joint meet with Chesapeake and looks promising.

6. **Flyer Editor/Publisher Report** (Alex Belida)
   - a. Alex reports the upcoming edition is well along and a full edition. The November Newsbrief is ready for release on Nov. 1st. Brief mentions of Potomac at the MER convention and another on the special Board session and the decision to survey members on their clinic and meet preferences. The December-January issue of the Flyer is shaping up well. We'll publish the election schedule and call for candidates, noting Ernie is by the bylaws unable to run again for Superintendent. We'll also call for nominations for the Abrams Award and appeal to members to step up to train to succeed Ernie as webmaster and me as Flyer editor. Ernie is our Meet the Member profile. Our Challenge is looking for "What's on your Workbench" submissions. We have six so far. Greg Cassidy has an article on prepping 3D printed items for painting and Brian Sheron repowers a Roundhouse Boxcab diesel. Our Flyer Archives item is seasonally appropriate. And we note Potomac can now accept donations. Also, both the Newsbrief and the next Flyer run the notice about our 2027 model contest. Does have space for additional submissions for the challenge topic.

7. **Asst. Superintendent's Report** (Jerry Stanley)
   - a. Latest hobby barn clinic had one new member that attended and was timely for him.

8. **Paymaster's Report** (Ken Wilson)
    - **a.** see report shared by Ken.
    - **b.** Noted expenses and deposits, see report.

REGULAR CHECKING ACCOUNT (---4721)			
Previous balance as of 09/25/2026			$6,289.15
Checks issued:			
NONE			
Debit card purchases:			
09/10/26	Zoom fee (Ernie)	$ -178.40	
10/13/2026	Fairfax station table rental (Ernie)	$ -10.00	
Deposits			
10/19/2026	Check from MER for reimbursement of memberships	$ +206.00	
10/20/2026	Transfer from PayPal checking account	$ +650.00	
Balance as of 10/20/2026			$6,956.75
PayPal CHECKING ACCOUNT (---4973)			
Previous balance as of 09/25/2026			$100.00
Deposits			
10/13/2026	Deposit from PayPal	$ +650.00	
10/20/2026	Transfer to regular checking (4721)	$ -650.00	
Balance as of 10/20/2026			$100.00
CASH ON HAND			$70.00
TOTAL ASSETS (both checking accounts and cash on hand)		$7,126.75	

9. **AP Coord.** (Martin Brechbiel) `
    - a. Eval of a module AP submission, caused some questions and a referral to National about how to evaluate/score.

10. **Old/Unfinished Business**
    - a. **Meet at AVFD** annex planning
        - i. Need two clinics – One will be Cars AP with a second one that Greg has, Build a Portable N Scale Layout.
        - ii. Need to get layouts scheduled as soon as possible.
        - iii. Hold the date has been sent out. Need to get final agenda done for publication.
    - b. **Division Shirts (**Lee Stoermer) **in process**
    - c. **Pay pal designation** of what is being paid for. (Ernie Little) **Lee suggested a unique price for any events that may overlap dates,**
    - d. **Minutes for past meetings** - need to get heading for April meeting fixed (make it minutes and not be an agenda): **completed**
    - **e. Donated items on hand**
        - i. Additional items donated by the Robert Mulligan family to division and picked up. Stored at Ernie's house currently. Ernie to bring along on Friday

11. **New Business**
    - a. **2029 MER –** Region is asking if we want to host. Looking at seeing if Potomac can host. Ernie and Brian Sheron have some initial thoughts and looking into it preliminary. Greg offered to assemble a committee to explore this. Lengthy discussion on this to start some initial planning, toughest issue is cost of venue, as well as traffic bottle neck back and forth over River.
        - i. Greg motioned that the Division form a venue committee for venue feasibility, due to report back in Jan with MER board meeting, second by Ken; passed.
    - b. **Contest Chair for 2027 Contest** – Ernie to contact Mike Byle to see if he has interest in position, as a follow up.
    - c. **Fairfax station** sales event – October 24th Lee, Ernie, Greg, and Ken will be there.
    - d. **Federal Tax filing** – need to obtain the 990 form. Lee is still waiting for mailing

notification from IRS.

12. **Good of the Order**
    a. Concerns/Questions.
        i. **Greg introduced Tom Matty a**s the to be installed AP coordinator, filling into position for Martin effective 1 January 2027.
    b. Date, Time, and Place of next BOD meeting **November 17, 2026, 7:30 PM.**

13. **Adjournment motioned** by Greg and Ken, and approved.