

**Board of Directors Meeting Minutes**  
**Potomac Division, MER, NMRA**  
**7:30 PM, July 15, 2025**

1. **Call to Order** 7:36pm
  - a. **In attendance:** E Little, G Cassidy, A Belida, L Stoermer, K Wilson, J Stanley, M Brechbiel, B. Schultheiss : Absent:
2. **Adoption of the Agenda-** approved
3. **Approval of Minutes of Past Meeting**
  - a. Minutes from prior meeting: June 2025 – approved Cassidy motion and Stanley 2<sup>nd</sup> and all approved.
4. **Superintendent's Report** (Ernie Little)
  - a. **2025 Event Planning update** – (Ernie Little)
    - i. **Clinic schedule update:** discussion about clinics and schedules.  
Discussion about the upcoming MER convention.
  - b. **Web Master Report** (Ernie Little). Multiple updates completed as recent as 14 July.
  - c. **Mailchimp login** (Ernie Little/Bill Schultheiss) Program has option for a second log on, Bill and Ernie working on getting this implemented.
  - d. **Bill S** offered update on the social media platforms. Follow up discussion about this.

April - July 2025

Facebook 12 posts 1,072 views

665 unique people

60 interactions

Current Followers 61

Current Page Likes 28

Instagram 3 posts 303 views

251 unique people

41 interactions

Current Followers 37

5. **Senior Asst. Superintendent's Report** (Greg Cassidy)
  - a. **Nonprofit efforts** (Greg Cassidy) continuing work on this project and provided additional information about it. Incorporation costs could be around \$500. Benefit to this is insulating the officers from personal liability, providing tax benefits for donors to the organization among others. Greg is continuing to research this and hopes to have information by next meeting to make a decision how to proceed with this.
6. **Flyer Editor/Publisher Report** (Alex Belida)
  - a. Per Alex: The August-September issue is ready. This issue concludes our series on layout cleaning with an article on how to clean structures and landscape features. Our *Meet the Member* profile features John Sethian. Martin Brechbiel, MMR builds a side door caboose, which fits nicely with our *Flyer* Caboose Challenge, which has drawn some very nice examples

of *cabeese*. Our *Flyer* photo tour takes us to Bill Mosteller's Virginian layout. We also have a report on a clinic Bill gave on decals. Tied to that, we have an article I wrote on designing a custom logo decal for my railroad.

7. **Asst. Superintendent's Report** (Ken Wilson) Ken is working primarily arranging layout tours.

8. **Paymaster's Report** (Jerry Stanley) Jerry provided the status, noted that there is a \$5 a month fee on the checking account. Discussion about possibly shopping around for another banking institution.

9. **AP Coord.** (Martin Brechbiel) no report this month.

**10. Old/Unfinished Business**

a. **Bank Signature update** (Ernie Little/Jerry Stanley) Ernie and Jerry arranging time to get signatures updated on accounts.

b. **Update on G scale item status.** (Ken Wilson/Lee Stoermer) discussion on how donations are handled and what others are doing. Lee will work with Jerry on completing this.

c. **Financial Audit** (Ernie Little) deferred to next meeting.

d. **2025 Elections** (Ernie Little)

i. **2025 Spring Mini-Con/Annual Meeting** (Ernie Little)

1. Feedback was the vent was well received and look forward to more similar.

e. **2025 Fall Potomac/James River Mini-Con:** Ernie has asked Greg and Alex to assist Jerry with getting this in motion. Presentations arranged: Pete Laguardia timetable operations; Phil of the JR Div is working on arranging 2-3 clinics. if JR Div doesn't provide someone, then Lee & Ken will handle sales set ups but aiming to JR Div to the point on this.

**11. New Business**

a. **Next Train shows** (Jerry Stanley) discussion on shows to attend. Focus on Dulles show in December.

b. **Clinic venues for the future** (Ernie Little) Greg is making some progress on finding locations on the MD side and will continue to provide updates as made.

**12. Good of the Order**

a. Concerns/Questions. None.

b. Date, Time, and Place of next BOD meeting August 19, 2025, 7:30 PM.

**13. Adjournment at 830p.**

**After meeting work: Ernie, Bill, Alex and Lee worked on the email program (MailChimp). Afterwards Lee and Ernie continued work sending emails to multiple members that had unsubscribed to the service, encouraging them to resign up for email notifications from the Division. Completed 1010pm**