

## **Board of Directors Meeting Agenda**

### **Potomac Division, MER, NMRA**

**7:30 PM, July 21, 2026**

**Zoom Link:** incorrect link, this one is for the last Sunday afternoon presentation , correct link is accessible from the PD main website page.

<https://us06web.zoom.us/j/89866408620?pwd=vshSbBNMwGut8Rv0RYMveR4umUERY2.1>

#### **1. Call to Order at 7:33pm**

**Attendance: present:** L Stoermer, E Little, G Cassidy, K Willson, M Breichbiel, A Belida, J Stanley

**Absent:**

#### **2. Adoption of the Agenda:** agenda adopted as emailed.

#### **3. Approval of Minutes of Past Meeting**

a. Minutes from prior meeting: June, 2026: were not shared, will be resent when completed.

#### **4. Superintendent's Report (Ernie Little)**

##### **a. 2026 Event Planning update**

Ernie has Manassas site to have an in person meeting for the Board, to do long range planning and forward progression.

**b. Report on Annual meeting/meet:** went well over all. Appears to have been well received,

**c. Web Master Report:** Update to website done, with some issues today due to online issues.

**d. 2026 Paymaster Audit:** is in progress. Ken, Jerry, Gary working on it.

##### **e. Manassas Railfest report**

The Potomac Division and the Potomac Module Crew (a 100% NMRA club) participated, and went well.

#### **5. Senior Asst. Superintendent's Report (Greg Cassidy)**

**a. New banners and existing banners:** Greg discussed existing banners, and ideas for a new one for the Division. Shared a mock up and is waiting on some final tweaks to the logo design. Working on having a final design by the next meeting and processing with the Region on getting made.

**b. Sept 12 meeting at B&O station** meeting room in Silver Spring. Has 3, potentially a fourth layout tour arranged.

**c. possible joint meet with Chesapeake** division being developed, and is working on locations, costs and dates. Ches. Div member is involved with MER meet and busy with preparations for it currently.

## **6. Flyer Editor/Publisher Report (Alex Belida):**

from Alex: The August-September flyer will run about 60 pages. It includes reports on our Leisure World clinics and layout tours. There's a report on the Manassas rail festival with a separate item about the Potomac module group. Jerry Stanley has written a tribute to the late Richard Owens. Our meet the member profiles of our newest MMR Bill Lyders. I have a report on the building of my HOn30 micro layout and with it I have mini profiles of three other micros in the Division. Martin's latest build article is about making a Carstens Reefer. Ernie recounts an AP scenery evaluation trip at Lee's layout. Nick Kalis provides a brief item on Greece's National Railroad Museum with a great photo of the Sultan's Smoking Car. And our challenge is about emergency services like fire and police and hospitals. I've already sent Ernie the challenge carousel items for the website and an update for the web about our next Flyer challenge

## **7. Asst. Superintendent's Report (Jerry Stanley)**

Jerry continues working on the clinic schedules.

## **8. Paymaster's Report (Ken Wilson)** See attached shared by Ken in separate email.

Was shared via email with the group, and to be included online. Reports there are left over supplies for the next meeting for snacks (sodas, coffee, etc). The meeting morphed into discussion of the next Dranesville meet. See notes in the report for that section.

## **9. AP Coord. (Martin Brechbiel)**

Reports no recent submissions after the flurry of activity over the last couple of months. See the website for all the recent recipients.

## **10. Old/Unfinished Business**

### **a. Receiving and disposition of donated items policy:**

(this is based on work group exchanges outside of the meeting, and will need to be reviewed, revised and approved as to policy.) Lee will revise and resend policy to have action and approval at the next meeting. In general: Letter/ Email will be sent to the donor on their request, noting the donation of items, although leaving the dollar amount to be determined by the donor themselves. This alleviates the Division from becoming 'appraisers' and needing to develop values of items and any conflicts that the donor may have or what they believe may be the value to be, versus what the resale value that the market may bear that the Division could realistically achieve.

**b. Donated items on hand:** Ernie reviewed items that are on hand with him and Lee, with brief discussion of having these available at the next meeting for sale at a table and train shows. See items 11g and 11i for additional information related to this.

## **11. New Business**

**a. Signature card at Truist (Ernie Little):** skipped.

**b. June 27th meet at Leisure World – preparations** (Ernie Little) skipped

**c. August 8th meet at Dranesville Community Center – preparations** (Ernie Little)

Discussion on this meeting: Greg offered a third clinic which will extend the meeting long enough to include a lunch as part of the program registration fee. Will follow the format of prior meet at that location including cost and lunch .

**d. Discussion of Refunds for items using Paypal (Ernie Little/Lee Stoermer)**

**Refund policy:** When requested and more than 30 days out from the event, full refund. 7-29 days: 50%, 6 days or less, not refundable unless extenuating circumstances which does not include no shows. These need to be requested by the member within 7 days of the end of the event. *(needs final revision, discussion and approval of BOD)*

**e. Paypal designation of what is being paid for. (Ernie Little)**

Discussion, as there are discrepancies as to what is visible when in the paypal system making payments. When signed in, there is an option for a note to enter where the payment is to be allocated, such as "August PD clinic". Lee noted this is available online on computer as well as mobile device. Ken and others note there is not that option when using paypal outside of being logged into the system. Lee will research further to see if there is an option to include this for those not logged into paypal when making payments. A comment was made .

**f. Division Shirts (Lee Stoermer):** no progress recently since last meeting, will resume effort on this for next meeting.

**g. Presence at the Timonium Train Show -October 31st and November 1st – (Ernie Little),** discussed briefly, considering Timonium as well as MArtinsburg and Sharpsburg shows. Dulles Expo Chantilly location is closed but the new location is in process of renovation and expected to be open in Autumn 2026 but might be closer to December.

**i. Sales:** Ernie and Lee have items that have been donated that are in process of being inventoried, priced and looking at sales at next meets, as well as getting with Bill M for online sale.

**ii. Recruiting** not discussed.

**12. Good of the Order**

a. Concerns/Questions.

b. Date, Time, and Place of next BOD meeting **Aug 18, 2026, 7:30 PM.**

**13. Adjournment**

At 850p and approved.