

NMRA POTOMAC DIVISION BOARD OF DIRECTORS MEETING

17 August 2026 7:30pm

Meeting minutes:

1. Call to Order: 7:37pm
Attending: E Little, M Brechbiel, A Belida, G Cassidy, L Stoermer, K Wilson, J Stanley
2. Adoption of Agenda: adopted with additions by Greg and Ken.
3. Adoption of Minutes from past meeting: pending revision which was shared and needs to be reviewed. See item 10d.
4. Superintendent report: E Little:
 - a. 2026 event planning update: Meeting in September for the Board to do strategic planning.
 - b. Web master update: continued updates completed
 - c. 2026 audit: Gary Mason is working through it and does not have any drastic issues that were observed. Couple small items to help improve going forward.
5. Senior Assist Superintendent report: G Cassidy
 - a. Banners: report on banner work. Progress has been made, no date just yet on when Region can provide the submission and completion of obtaining a new banner..
 - b. Joint meet with Ches. Div: discussion with them about locations, which continues to be an issue. Work continues in searching for a location.
 - c. Trees: Greg received a donation of tree materials for future disposition. Approx. 5 gal. bucket size.
6. Flyer Editor report: A Belida;
 - a. Report on the upcoming edition from Alex: "I have the September 1st Newsbrief pretty much ready, noting in brief the new NMRA dues plan and Modular AP category, plus a reminder of the MER convention in Virginia Beach, a very brief report on our August 8th meet and I send congrats to Bernie Kempinski for taking Best of Show and three other awards at the NMRA convention. There is also info on our September meets and clinics and the contents of the next Flyer. As for the next Flyer, for October-November, the focus will be on glues and how not to make a mess with them and which are best and for what purpose – that with the views of several of our modeler members. There will be reports on the August and September meets and layout tours and while August is already covered, due to personal issues, I will need help from others to cover the September clinics event and tours. I'm hoping to get a Chattanooga report from Ernie. Our Meet the Member will be Jim Hellwege. Our Challenge is a member's choice and, while it seems an easy to fulfill ask, so far I have only three and thus need more, so step up please. Martin has another excellent structure build article. And I'm trying

out a new feature: From the Flyer Archives where I go back in time and pluck something out. You'll have to wait and see what I picked to start."

7. Asst. Superintendent's Report: J Stanley:
 - a. Has additional clinics being scheduled. See web page for updates and current schedule and changes.
8. Paymasters report: K Wilson:
 - a. Provided report noting expenses for meet, and the expense of the VA incorporation renewal.
 - b. Discussed process going forward for approval of expenditures, to be approved by another senior Board member for any expenses incurred.
9. AP Coordinator: M Brechbiel
 - a. No AP activity at this time, certificates were presented at the last meeting to two members, several others that have a certificate will be contacted to arrange delivery.
10. Old/unfinished Business:
 - a. Status of video of Martin's 5/23 clinic: needs to be done.
 - b. Division shirts: Lee: now that logo is complete, has been sent to vendors, and has

one in Florida that will handle all ordering and shipping, even for one. Another in SE Virginia will do a bulk order but has trouble with doing future orders that are less than a group of them. One other is a national vendor that is used by Carolina Piedmont division (LandsEnd) and can handle doing a bulk order, smaller bulk orders, or shipping to individuals. Need to decide on a color to be able to press forward, unless we allow members to select their own from the vendor decided upon. Discussion evolved around color and background color. Lee will get with a vendor or two, and have something for action at the next meeting.

- c. Paypal designation on paypal: Lee no progress yet.
- d. Minutes of past meeting: need past couple resent to Ernie to be posted.
- e. Donated items policy: holdover on agenda from last month. completed
- f. Donated items on hand: holdover, completed.

11. New business:

- a. Sept. 12 meet at B&O station:
 - i. Parking: parking is across the street at a parking garage: \$1 an hour on Saturday, (noted that Sunday parking there is no charge)
 - ii. Logistics: no lunch this time, just morning snack items. \$10 registration.
- b. Dranesville meet review: 12 attendees, it went well, those that attended enjoyed it, AP certificates were presented to those that earned them and were in attendance. A few models were displayed . Discussion about snacks/lunch, per capita costs and future event plans. Ken to try to figure out a per capita cost for

just the morning session to help in projecting costs going forward and estimating ordering quantities.

- c. Meeting refund policy:
 - i. Discussion (this item did not get completed during the meeting and notes are being shared for future reference and action): Lee: review of prior policy may be too long, now that we tried it and from some feedback of members suggest shortening the timeframe to encourage early registration: suggest 100% refund up to one week,; 75% refund 7 - 3 days, less than 3 days or No show: 0% unless extenuating circumstances and requested by the member.

12. Banner repair: being completed, see prior note item 5.

Items a and b, see 11b & c.

13: Good of the Order:

- a. Concerns/questions:none given,
- b. Next meeting: 15 Sept 2026 730pm

14: Adjournment: 838pm