

A publication dedicated to Pacific Southwest Railway Museum Association members May-June 2014



Brakeman Trainee Raymond Lee (L) and Brakeman Charles Siegle bring the train into Tunnel 4 during a recent run to test the feasibility of using the MoPac caboose for charters. John Wright

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## From the Back Platform

By Diana Hyatt, PSRMA President

# 1961

Pacific Southwest Railway Museum Association, Inc. www.psrm.org

**Train Operations** PSRM Campo Depot State Hwy. 94 at Forrest Gate Rd. Campo, California 619-478-9937 Lat: 32°36.8'N Lon: 116°28.2'W

Summer Hours: Saturday Noon to 8 PM Trains depart at 5 PM and 7 PM. Sunday 10 AM—3 PM; No Trains

La Mesa Depot Museum & Business Office

4695 Nebo Drive, La Mesa, California, 91941 619-465-psrm (465-7776)

Open Saturdays 1 PM to 4 PM Other times by appointment

Meetings of the PSRMA Board of Directors are held on the 4th Friday of the month at 6 PM, Trinity Church, 3902 Kenwood Drive, Spring Valley, CA 91977

### Museum Officers

| President:       | Diana Hyatt    |
|------------------|----------------|
| Vice-President:  | Greg Luiz      |
| Treasurer:       | Sheila Edwards |
| Secretary:       | Rob Stebbins   |
| Equipment:       | Ron Hyatt      |
| Facilities:      | Frank Denison  |
| Museum Services: | Jim Lundquist  |
| Operations:      | Mike Edwards   |

#### **Museum Staff**

Historian: Bruce Semelsberger Special Events: Diana Hyatt Membership: Heather Wright Steam Foreman: Jim Baker Gift Shop Mgr: Diana Hyatt (A) Media Liaison: Dick Pennick Hot Scoop Editor: John Wright Photographers: Frank Denison, John Wright Certification & Training: Mike Edwards

## <u>Shining Star</u>

T n this edition, I would like to take this Lopportunity to recognize another selfless individual and valuable volunteer we have here with us at Campo. That lady's name is Rosalba Duran. Rosalba is at Campo most weekends doing any odd jobs needing to be done. During her "down" time, she can be found cleaning the bathrooms, lunchroom, kitchen and washing the piles of pots and pans produced from feeding the volunteers. You know Rosalba is around when the lunchroom and kitchen are gleaming and clean in the middle of the day! The next time you see her, be sure to thank her for all her hard work and for taking on the oft-unseen tasks that mean so much to a smooth running operation!

### Department News

#### Administration

Under this department I have gathered together a committee whose primary focus is promoting the museum. The museum has had a Media Coordinator for years who does an exemplary job getting our information listed in community event sections and I have been responsible for the paid advertising. A number of other volunteers wanted to see if we could go further with promotional efforts so we chose to begin our focus with radio, television and social media coverage. Already, through the efforts of the committee members we have formed several solid connections within the media industry. CBS 8 morning show with Alicia Summers taped a segment to promote our Engineer for an Hour program that aired July 4, 2014.

Also along the media lines, our updated website is slated to debut during July. We have already seen the installation of a new software program from our ticketing service and we look forward to seamlessly integrating the two systems and utilizing the same volunteers who will be able to access the website and the DTS service to allow this to happen. When the updated website debuts, member sales for the North Pole Limited will begin. Sales to the general public will open August 15, 2014.

During July your board will hold its first Strategic Planning weekend with Don Evans. Don is a member of the West Coast Railway Association in Squamish, B.C. Don comes highly recommended from colleagues in the industry and has assisted railroad museums in establishing solid plans for growth and the future. Don will be involved in our strategic planning effort for the first three years to ensure its implementation and survival, at which point, we should be well on our way. With this future strategic planning in mind, a new take at our financial status will be needed. I have met with and requested a proposal from a CPA and auditor with extensive experience working with non-profit corporations to establish solid protocol and procedures for our organization to implement.

At the end of May, we entertained a second group of Mexican dignitaries with a motorcar trip through the Carrizo Gorge. Dignitaries included representatives from the Tecate mayor's office, tourism directors from the City of Tecate and State of Baja as well as a representative from the governor of Baja's office and a representative from the U.S. Consulate in Tijuana. Mexico is very motivated to repair their portion of the railroad but are still primarily focused on the export of freight with tourism assuming a lesser role. With the negative publicity surrounding the current freight operator of record on the American side, it is yet unclear how this will play out.

#### Equipment

The Equipment Department continues

to maintain our old and ailing artifacts. Some progress has been made on removing the roof panels on SDA 250 and the county grant money has been spent on purchasing the steel sheeting for the new roof. During May and June and continuing through July, the primary project is the total tear down of the larger of the two North Pole trailers. The floor itself has been raised to eliminate the need for wheel wells and a full size frame has been welded from 2" bar stock to form the three side walls and slanted roof that will become Mr. & Mrs. Claus' living room. We still need interior furnishings such as an electric fireplace, two comfortable chairs and a large rug (8'x10' or larger). Please contact me and send photos if you can assist: ronhyatt@aol.com

#### Facilities

The Facilities Department purchased and installed commercial quality door locks for the Campo Depot. Hopefully, these locks will perform better and last longer than the previous residential quality locks. Facilities personnel have also been busy repairing and reinforcing the three staircases surrounding the Depot. Facilities personnel continue to perform work on the future workcamper site as time and funds permit. The area is fully graded and the electrical service drop has been made with new power poles installed.

#### **Museum Services**

By the time this *Hot Scoop* is in your mailbox, the Southwest Railway Library will have celebrated its Grand Opening on Saturday, July 12, 2014. Thanks to a large donation from the Hunsberger Foundation and significant donations from members, the museum was able to purchase an office trailer, several 40' shipping containers, construct a breezeway tying everything together and insulate the entire structure to house our library collection. Library personnel have been working for several years unpacking and shelving the collection

that had been quickly boxed up in early 2003 to make room for the Museum of Contemporary Art located at the Santa Fe Station on Kettner Blvd.

#### Operations

The Operations Department conducted their annual rules and review classes during March, April and May thanks to the dedication of Mike Edwards. Next years' dates have not yet been determined but will likely fall within the same time period. We have several newly qualified volunteers for train service including Raymond Lee and Charles Siegle and several others working towards their qualifications and some current trainees include Nick Siegle, Alanna Hyatt and Drew Carrington.

As you may or may not be aware, the museum has again chosen to operate trains on Saturday evenings at 5:00 PM and 7:00 PM only. The museum grounds are open on Sunday from 10:00 AM to 3:00 PM but no train rides will be offered. This schedule will continue through Labor Day weekend, after which time the regular Golden State schedule, with trains departing on Saturdays and Sundays at 11:00 AM and 2:30 PM will resume.

#### Board Briefs, May 2014

Submitted By Rob Stebbins, Secretary

On Friday evening, May 16 the Board met at Trinity Church, Spring Valley for the monthly meeting. This meeting was held on the 3rd Friday of the month, instead of the usual 4th Friday, to avoid conflicts with the long Memorial Day weekend. Six of our eight directors attended the meeting, with Vice President Greg Luiz busy with his Amtrak duties and Facilities Director Frank Denison away traveling. President Diana Hyatt called the meeting to order at 6:10 pm in front of five guests: Tim Miller, Jim Peterson, Tessa Trefney, Glen Rogers, and Heather Wright.

Treasurer Sheila Edwards reported that



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The opinions expressed in the Hot Scoop are those of the individual writer and do not necessarily reflect the opinion of the Pacific Southwest Railway Museum Association, Inc., or its officers and staff.

#### Pacific Southwest Railway Museum Association Mission Statement:

The Pacific Southwest Railway Museum Association, Inc., is dedicated to preserving the physical legacy and the experience of rail transportation. Programs address the historical, social, economic and technical impact of railroading with particular emphasis on railroads of San Diego County and the systems with which they connected in the United States and Mexico.

The Museum is a member of the Association of Tourist Railroads and Railway Museums (ATRRM) and is a non-profit educational corporation. Donations are tax deductible under Sec. 501c(3) of the Internal Revenue Code.

Submission guidelines: All articles should be limited to no more than three single spaced pages and submitted in Microsoft Word format. Photographs should be in jpg format no larger than  $8 \times 10$  inches at 150 to 240 PPI resolution, but please no cell phone pictures. Send all submissions to hotscoop@psrm.org.

The Hot Scoop is available in color via e-mail. To receive the electronic version in PDF format, reply to hotscoop@psrm.org and include your name, membership number and e-mail address. Note that if you opt for the e-mail version, you will no longer receive the printed copy.

Comments are always welcome. Send your feedback to the Editor at hotscoop@psrm.org. the Association currently has over \$170,000 in the General Account after transferring funds into the Schwab investment account and the contingency account. Concerning our financial reporting, Diana Hyatt stated that she is contacting several potential CPA's requesting quotes on a review of our books. It was also noted that our tax return for 2013 has been prepared and was filed on time.

Regarding an important on-going project, Diana reported that work on the new PSRM web site is steadily progressing. After a presentation to the Board at the April meeting, Martin Caestecker has joined the team designing and producing the new website, which promises to be much more "user friendly" than our current web site. By the way, Martin is a relatively new member of PSRMA and is currently a computer science student at Chapman College.

Strong winds recently damaged the roll-up door of the Campo Display Building (track 6). This needs to be repaired, and in the process, strengthened so that it can better resist the strong winds that frequently blow out of the north/northeast at Campo. Jim Lundquist provided information on one quote for the repair work, and will be looking to get a couple of more quotes for comparative purposes.

Grading and leveling work continues to expand the RV pad and workamper site. Jim discussed the need to rent an excavator in order to dig away at rock outcroppings, both at the RV pad and for the eventual realignment of tracks in the Campo yard in the "Back 40" area. The Board allocated up to \$1,500 to support this work. The Board also OK'ED the sale of selected support equipment. The proceeds from the sale will be used to purchase a functional backhoe.

There was lengthy conversation among board members, along with input from several of the guests about plans for train operations and gift shop sales hours during the summer months. We will be running Golden State trains at 5 PM and 7 PM on Saturday evenings, and also promoting Engineer For An Hour before the Saturday trains and on selected Sundays. Tessa Trefney has agreed to open the Campo Depot/Gift Shop on Sundays from 10 AM to 3 PM, and likewise have the Depot/ Gift Shop open from noon to 7 PM on Saturdays. The Display Building will have similar hours on Saturdays and Sundays.

Other topics discussed during the meeting included the chartering of our MoPac caboose, authorizing the expenditure of the \$13,750 San Diego County grant monies on re-roofing the 250 coach car for our demonstration trains, discussing the possibility of getting additional passenger equipment for "excursion" use.

Diana will once again be hosting Mexican officials to familiarize them with the tourist potential of the Desert Line. She reported that funds are being allocated by Mexican governmental entities to clear Tunnel 3 so that eventually we can once again run trains to Tecate.

Mike Edwards reported on the successful conversion of the train dispatching functions to PSRM that occurred recently. The Museum is now responsible dispatching the 14 miles of track under our operating agreement with MTS/SD&AE from the international border to milepost 74. •

## **Board Briefs June 2014**

Submitted By Rob Stebbins, Secretary

The Board held its monthly meeting on the evening of June 27. Board members attending the meeting were Diana Hyatt, Greg Luiz, Rob Stebbins, Frank Denison, Mike Edwards, Ron Hyatt, and Jim Lundquist. Sheila Edwards was not available for this meeting. Guests included Tim Miller, Glen Rogers, Charles Siegle, and Dave Tomeraasen. Workampers Tessa and Tom Trefney also were present.

Rob Stebbins presented a brief financial report in the absence of Treasurer Sheila Edwards. The General Checking account has a positive balance of over \$101,000 as of June 26; this after paying our large liability insurance premium for the coming year. The Association is in better shape at this time of year than in many of the previous years. However, we still need to carefully approve expenses for the myriad projects that our directors and active volunteers want to complete. Along those lines, materials for the re-roofing project of the sD&A coach #250 have been purchased. This \$13,000 expense is covered by the receipt of a San Diego County Grant. We could certainly use more grant monies, so if any of our members know of agencies, foundations, or corporations that provide grant funds to not-for-profit organizations such as PSRMA, please step forward and let the board know.

We have needed a new, working fork lift at Campo for a long time to replace our crippled, aging veteran forklifts. We now have one recently obtained for approximately \$5,000 from government surplus. Separately, we are in the process of obtaining bids for a new sliding door on Track Six in the Display Building. The existing door has been irreparably damaged by strong Santa Ana winds.

The Museum Services department and the Facilities department under the leadership, respectively, of Jim Lundquist and Frank Denison are closely coordinating their efforts on several projects. Jim introduced the topic of the Jacumba cars; two of the coach cars originally used on the SD&A when the line first opened. They are of mostly wood construction, and have been slowly deteriorating in the sun and wind in their current location just north of the Campo Depot. The board discussed several possibilities to protect these treasured artifacts that will be considered further at next month's meeting. Other projects under discussion include the establishment of a "party car" area (which would be available for rent) near the depot using the c&o caboose as well as some improvements to the loading dock platforms of the depot.

Mike Edwards presented a proposal from Midland Railroad Enterprises that would provide PSRM with a Scope of Work and cost estimate to repair the out-of-service wooden trestle at MP 66.7. The objective is to determine the amount of funds needed to rehabilitate the trestle which would allow the Museum to resume operations to Miller Creek. The board approved spending \$2K for this service pending receipt of at least on other competitive bid from a licensed contractor.

Mike also brought the board up-to-date on the search for a new contractor for weed-spraying the railroad rightof-way. Costs for this crucial service have increased significantly, and the Board is considering several options, including use of our own crews and equipment, to fulfill the requirements for weed clearance along an active railroad right-of-way.

Operations has committed to expand the Engineer For an Hour (EFAH) program this summer. This year's version got off to a great start on the weekend of June 26 and 27th.

As noted above, we had a nice gathering of six guests at this meeting. Readers of the *Hot Scoop* are always welcomed and encouraged to attend the Board Meetings.

### **New Members and Donations**

Submitted by Heather Wright, Membership

W e would like to welcome the following new members to the museum:

Christian Schultz, Mark Means, Nicholas Muff, MD,

Jordon Sage, William Borsum, Marlene Kusumoto, Nilsa Rubenstein, Andrew Smith, Keith Giebelman, Howard Mills, Dario Micheri, James Misek, David Landfield, Rhonda Southerland, Paul Sommers, Rafael Alcala, Eduardo Mendoza, Dennie Marie Morales, Alan Redmon, Carol Weiss, Eric Carnes, Kenneth Minegar, Brian Pingleton, Ruben Carrillo, H Granneman, Scott Ressler, Mark Hernandez, Gary Jones, Chelsea Lawrence, Belinda Isaacs, Jason Pritchett, Joyce Anderson, Julio Lopez, Zach Smith, Jeff Smith, Louise O'Neill, and Ronald Lutz.

A big Thank You to the following individuals for their generous donations:

Sandra Schussler, Robert Schussler, Ronald Mayer, Teresa Tanalski, Lonnie Hinkley, Eugene Hager, and David Weldon.•

### **Museum Services Report**

By Jim Lundquist, Museum Services Director

The Library volunteers have been working almost every weekend in anticipation of the dedication ceremony scheduled for July 12th. Bruce Semelsberger has retired and is now spending every weekend in the library. Frequently seen are Bob Underhill, Roy Pickering and Reena Deutsch. Storage boxes are being removed as items are cataloged and placed on storage shelves while rounding up the last of the SD&A boxes. One box was full of Common Standards drawings. No sooner were they filed in order than Ron Hyatt showed up looking for signage drawings. We were able to come up with a fair number which Roy scanned and copied for Ron. Another satisfied customer! Roy has been working on Past Perfect software and he accessioned the new collection of slides donated by Lois McIntyre, mostly scenes of work at Campo taken by the late Dick McIntyre, our "metal wizard". He also worked on de-bugging our initial cataloging instruction. When he found we had no good Photoshop program for our scanner, he went out and bought the latest version and donated it this week-Thank you Roy! Bruce continued putting things in their proper places, filing and labeling our collection of railroad calendars and a box of locomotive drawings and installed the first three of our new batch of fire extinguishers. All continue working on the cleanup, make new boxes for filing cataloged materials and replace as many old filing boxes with new archival boxes as we can. Congratulations to Bruce on his retirement. We are already seeing much more of him at Campo!

Thanks go out to Glen Rogers, Tom Grey and Tom Trefney for their docent activities around the property and 2014 May-June HOT SCOOP **5**  on the train. Our visitors always appreciate the opportunity to talk trains with our volunteers.

In the past few months, we have been able to install signs around our museum in Campo discussing the phone booth and how communication is important to railroading (including relocating the wayside phone booth), how diesel-electric locomotives work, the history of our railway museum, common railway worker jobs and titles and the history of Campo. In addition, equipment signs continue to be made which are placed on the equipment to explain the details of the specific piece of railway equipment and its importance to railway history. A smaller history of the railway museum has also been installed at the La Mesa Depot Museum. It is very gratifying to observe some of our visitors stopping and reading about railway history as the walk by these signs. They represent an opportunity to educate them in our love for railway, history and community.



Recently installed signs showing the summer hours and the Engineer-For-An-Hour program. Frank Denison

Once the signage effort has been completed, we look forward to reworking the Display Building exhibits to increase the knowledge and experience of our visitors inside.

Glen Rogers and Jim Lundquist also work closely with Frank Denison with Facilities projects, as does Frank with Museum Services projects.•

## From the Gift Shop:

Come to the gift shop and check out what's new! We have new watches, maps and some other items too.

The Gift Shop could always use another volunteer or two for the Pumpkin Express. Wear a costume if you like. The Gift Shop will also welcome volunteers for the North Pole Limited. No need to handle money.

Please contact Tessa at <u>tessapsrm@gmail.com</u> to sign up!

Check the master calendar on our website for dates and times.•

## **Media Coordinator Asks Your Help**

by Dick Pennick, PSRMA Media Coordinator

Many of our members may be unaware that the museum has had a volunteer media coordinator for the past 11 years, tasked with the responsibility to develop media strategies that will get visitors to our Campo venue. These strategies often involve other museum volunteers.

From time to time, I receive valuable input from other volunteers about new strategies that we haven't tried. I embrace that input, and encourage any and all suggestions to make the media effort better.

Occasionally, other well-meaning volunteers take it upon themselves to work independently with the local media without coordinating their efforts with me. I appreciate the enthusiasm, but that can create significant problems with the museum's long-standing relationship with the local media, and sometimes undermine the hard work of those charged with the media responsibility, mainly Diana Hyatt and myself.

If you have ideas for increasing our presence in the media, you can reach me at pennick@psrm.org and we can discuss the ideas, and how you may be able to help. I look forward to your input!•

## Long-time Life Member and San Diego Pioneer Phil Klauber Passes

By Dick Pennick

Philip Monroe "Phil" Klauber, member of a pioneer San Diego family and PSRMA Life Member No. 64, passed away May 23rd of Parkinson's disease. He was 98.

Phil was born in 1915, the same year our 1894 La Mesa Depot Museum was moved from the west side of the San Diego & Southeastern Railway's track over to the east side and enlarged to its present size to accommodate visitors to the Panama-California Exposition in Balboa Park. His father, Laurence, was chairman of San Diego Consolidated Gas & Electric Co., and an uncle was a founder of present-day United Way of San Diego. A second uncle helped found the San Diego Historical Society and an aunt co-founded the San Diego Museum of Art. His father had an avid interest in reptiles and later became the San Diego Zoological Society's first curator of reptiles and a world authority on rattlesnakes.

Mr. Klauber worked part-time for the family grocery business—Klauber Wangenheim—during his early years. The company operated Campo's "Old Stone Store" as a general merchandise business from 1898 to 1925, in partnership with the Mountain Commercial Co. He graduated Phi Beta Kappa at Stanford with an engineering degree. He was working as a test engineer at General Electric when our 80-ton G.E. diesel-electric locomotive No. 7285 was built in 1943, during WW II. He was also an officer or board member of numerous local charities and other organizations. The historic 72-year old Klauber family home in Banker's Hill was demolished in 1979 to make way for new development. Klauber maintained an avid interest in San Diego's multi-faceted history during his lifetime.

A celebration of life will be held July 22nd at the new Central Library. In lieu of flowers, the family has suggested making memorial contributions to a charity of choice. We ask that you consider making your contribution to the PSRMA Endowment Fund, which will help assure the financial future of the museum's programs of historic preservation and interpretation. (**NOTE**: Additional information for this story was provided courtesy of the San Diego Union-Tribune and the Mountain Empire Historical Society).•

### **Outreach Activities**

By Dave Tomeraasen

The Pacific Southwest Railway Museum had booths at two locations during May.

First, on Saturday, May 3, 2014, we had a booth at the 75th Anniversary of the Los Angeles Union Train Station celebration. Our booth was staffed by Dick Pennick and Seth Miller. The booth was extremely busy all day as we invited many people to visit our museum.

Second, on Saturday, May 3 and Sunday, May 4, 2014, we had a booth at the Fullerton Railroad Days. Our booth was staffed by Glen Rogers and Dave Tomeraasen. Hundreds of flyers for EFAH, two for one tickets, and membership applications were given out to booth visitors. At our booth we even sold one EFAH (Engineer for an Hour) for Father's Day next month.



Dave Tomeraasen and Glen Rogers at the PSRM booth at Fullerton Railroad Days. Dave Tomeraasen



A Burlington Northern Santa Fe locomotive on display at Fullerton Railroad Days. Dave Tomeraasen



Some of the crowds attending Fullerton Railroad Days. Dave Tomeraasen

## **Picture Pages**



John Shannon working on the GE 80 Ton locmotive, SD&A 7285. Ron Hyatt



Martin Caestecker working getting SP3873 ready for EFAH. Ron Hyatt



lan, Aaron and Cary Hyatt working on Alco RS-2 ATSF 2098 Ron Hyatt



Steve Clark repainting the shop blue flags

Ron Hyatt



Spencer Piontkowski (L) and Robert Smith at work on the roof of coach SD&A 250 Ron Hyatt



Frank Stites working on the interior of the SMV 9 rail bus. Ron Hyatt



The Caestecker brothers, James (L) and Martin work on cleaning the cab of SP 3873 for EFAH. Jim Baker



Charles Smith polishing the side of the UP Chair Car 576. Ron Hyatt



Earl Soladay fabricating an exhaust shroud for one of the gang cars. Ron Hyatt



SD&A 7285 applies power at the beginning of the return trip on a recent Golden State train. John Wright

**Parting Shot** 



Courtesy Randy Houk



Facilities Director Frank Denison puts the finishing touches on repairs to the stairs of the Campo Depot. Jim Lundquist

## PACIFIC SOUTHWEST RAILWAY MUSEUM PETITION FOR BOARD POSITION

| I,, being a men  | nber in good standing of the Pacific Southwest Railway   |
|--|--|
| Museum, do hereby submit this petition signed by at leas     | t ten members in good standing, in order to stand for    |
| election to the position of                                  | I agree to serve the Museum in this capacity until       |
| the next election for this position. You may also submit a S | Statement of Candidacy of 250 words or less that will be |
| included with the ballot materials.                          |  |

Signed this \_\_\_\_\_ Day of \_\_\_\_\_, 2014

Signature: \_\_\_\_\_

The following members in good standing support this candidate for the above position. At least 10 signatures are required below.

#### **PRINT NAME:**

SIGNATURE:

#### ALL NOMINATION FORMS MUST BE SUBMITTED NO LATER THAN 5:00 PM, FRIDAY, AUGUST 22, 2014 TO:

PSRM Attn: Rob Stebbins 4695 Nebo Drive La Mesa, CA 91941

## **NOMINATIONS OPEN FOR 2015 BOARD POSITIONS**

"Year A" directors (namely the **President, the Secretary, the Equipment Division Director** and the **Museum Services Division Director**), shall be elected to a full two-year term.

Any ten (10) Regular Members in good standing may nominate any other Regular Member in good standing for the position of an executive officer of the corporation or the position of Division Director, provided the person so nominated evidences in writing a willingness to serve if elected and the person so nominated is associated with the corresponding division of the corporation, as described in \$4.12 of the Bylaws.

In accordance with the Bylaws, for all members in good standing, we will be electing one Board member per position to complete the 2015-2016 term ending December 31, 2016. The positions and their primary (but not sole) responsibilities include:

- 1. **President:** shall, subject to the control of the Board, be the general manager and chief executive officer of the corporation and shall supervise, direct, and control the business, affairs and officers of the corporation. The President shall preside at all Board meetings. The President has the general powers and duties of management usually vested in the office of President, general manager and chief executive officer of a corporation and such other powers and duties as the Board or the Bylaws may prescribe.
- 2. Secretary: shall keep or cause to be kept, at the corporation's principal office or such other place as the Board may direct, a Book of Minutes of all meetings, proceedings, and actions of the Board and of committees of the Board. The secretary shall keep or have kept at the principal office in California, a copy of the Articles of Incorporation and Bylaws, as amended to date. The Secretary shall give, or cause to be given, notice of all meetings of the Board, and of committees of the Board required by the Bylaws to be given. The Secretary shall keep the corporate seal in safe custody, and shall have such other powers and perform such other duties as the Board may prescribe.

Each Division, in cooperation with the Board, shall be managed by a director specifically elected to the position who shall establish procedures, policies, rules and regulations necessary for the safe and efficient operation of the division, and all property and equipment under its jurisdiction.

- 1. Equipment Division Director is currently deemed responsible for the maintenance and repair of all rail mounted and rubber tired vehicles belonging to the museum and works directly with the Operations Division Director.
- 2. Museum Services Division Director is currently deemed responsible for public outreach, museum promotion and interpretation. Our Southwest Library and museum membership are two primary areas within this department under its jurisdiction.

# **BRICK ORDER FORM**

Each brick is 4" x 8". Minimum Donation \$100 each - 1-3 lines of inscription, 20 characters per line

