

# MINNESOTA STREETCAR MUSEUM

## MINUTES

### **Annual Membership Meeting**

Saturday — March 11, 2011

Metro Transit Blue Line Light Rail Line

Operations & Maintenance Shop, St. Paul Minnesota

**Call to Order:** Chair Aaron Isaacs called the meeting to order at 10:05 AM. MSM Members in attendance by head-count was 46. As of December 31, 2016 the active membership of MSM was 316. Therefore, a quorum was achieved for this annual meeting.

**State of the Museum** presentation was made by MSM Board Chair Aaron Isaacs. Highlights of Isaacs' presentation are as follows.

**The year 2016 was a good one for your Museum.**

#### ***Rolling stock.***

- Over \$170,000 was raised for rebuilding of TCRT No. 1300's trucks.
- The major project to rebuild No. 1300's truck began.
- Winona No. 10 test run in November was successful. Progress on finishing the restoration continues.
- MSM Received a \$25,000 grant from the 20<sup>th</sup> Century Electric Railway Fund for rebuilding of TCRT No. 1239's trucks
- Conversion of Duluth No. 265 auxiliary electric circuit to 12 volt was completed. Safety features were also upgraded including new safety interlocks and LED ditch lights
- Replaced all 2-way radios.
- Parts for Winona No. 10 and Fargo-Moorhead No. 28 were removed from Ken Albrecht's storage areas in North Mankato.

#### ***Physical plant***

- At CHSL the Linden Hills station received a new roof, exterior repairs and was painted.
- At CHSL a new switch for a track into the completed carbarn annex was installed and speeder shed track materials were purchased. Wall shelving was installed in the speeder shed.
- The Russell L. Olson Library portion of the new carbarn addition was dedicated. Improvements are being made to the library and office including a ceiling mounted projector.
- At ESL a new all-weather bulletin board style information sign was purchased and installed at the Water Street end of the line.
- In St. Paul, a historic marker on the Selby Tunnel was installed just above the former lower portal of the tunnel. Thanks go to MSM member Jim White for coordination this activity.
- In 2017, solar panels will be installed on the George Isaacs carbarn which will save the Museum in power costs. Thanks go to Ross Hammond for coordinating this.

### ***Staffing***

- Bruce Gustafson replaced Bill Arends as General Superintendent.
- Bill and Rose Arends replaced Charles Barthold as Merchandise Managers.
- Bill Arends replaced John Prestholdt as Chief Cashier.
- Pat Cosgrove replaced Jim Berry as Volunteer Coordinator.
- Pat Kriske becomes the first Buildings and Grounds Manager.
- Keith Anderson fills the long-vacant Chief Engineer job.
- John Dillery becomes first Safety Superintendent.
- Fred Beamish becomes PCC trainer.
- Thanks goes to MSM Member Tom Schramm for arranging discounts on the purchase of two new industrial air compressors. Tom also arranged the donation of paint and ladders.
- Ten new streetcar Operators graduated into revenue service in 2016. MSM's Training Program was revamped under the leadership of Dave Higgins who created a comprehensive operator training program.
- Dave Higgins also organized the first ever spring refresher meetings for Foremen.
- Safety Superintendent John Dillery also placed a much stronger emphasis on safety

### ***Programs***

- Ridership at CHSL was 35,711 in 2016, an increase of 6%. Special events at CHSL also showed a 17% ridership increase: Halloween was up 20%; and *Vinternatt* was up 115%.
- The Halloween programs at ESL and CHSL were successfully revised.
- The Christmas program at ESL was also spruced-up.
- Retail sales at ESL were removed from the Excelsior Welcome Center and moved to an upgraded display area inside the ESL carbarn. This generated a nice increase in sales.
- Operationally, now that ESL has sufficient operating personnel on its roster, the optimum and standard crew size is three crewmembers versus two.
- A series of four history seminars were developed for the purpose of educating new operating personnel and anyone else who wishes to view the programs. These presentations are now on YouTube.
- A new book authored by Aaron Isaacs entitled *Twin Cities Trolleys in Color* has been released.

### ***Coming attractions***

- The Museum's website is being redone and should be "up" in March/April, 2017
- The lead track into the new Isaacs carbarn annex should be completed before the start of the operating season.
- Winona 10's interior should be completed and the car will enter regular service at ESL in the summer.
- TCRT No. 1300 truck overhaul and underframe repairs will be completed. Target date for this is June 1<sup>st</sup>.
- In late 2017, TCRT No. 1239's truck overhaul will begin.
- ESL's carbarn will get a partial concrete floor in the ready (cold) barn and a concrete loading platform will be installed at the Water Street platform.

- At CHSL a concrete platform at the north end will be built.
- In October the 2017 Heritage Rail Alliance's annual fall conference will be hosted by MSM. This is a big deal requiring a lot of people helping out. We ask that everyone pitch in and help out if they can. Family members and relatives are also welcome to help us out.

### Reports by Museum Officers.

**Corporate Secretary's Report.** Corporate Secretary Jim Vaitkunas rendered the following report.

- MSM Complied with all Federal, State of Minnesota and local statutory/regulatory reporting requirements
- Renewed all Insurance Policies – 2016 premiums
  - \$ 1,055 general liability
  - 6,912 property (buildings & streetcars)
  - 1,551 Directors & Officers
  - 250 Volunteer accident
- **\$ 9,768 TOTAL**
- **\$ 9,982** – This is the projected 2017 total premium for all the Museum's insurance.
- Membership (as of December 31, 2016)

	<b>2014</b>	<b>2015</b>	<b>2016</b>
Lifetime	39	41	44
Household	85	79	81
Individual	172	187	188
Honorary	3	3	3
Expired/Deceased	26	27	17
Joined	21	35	25

- Total Membership in good standing
  - 2016 – 316
  - 2015 – 310
  - 2014 – 301
  - 2013 – 303
  - 2012 – 313
  - 2011 – 303
  - 2010 – 300
  - 2009 – 276
- Annual Election of Directors
  - ✓ Notices mailed o/a November 30<sup>th</sup>
  - ✓ No nominations from the members
  - ✓ Two Directors will be elected tonight: John Dillery and Karen Kertzman. Voting will occur later on in the meeting
- Members are encouraged to renew their memberships for two years to save our Museum funds spent on printing and postage of renewal notices, reminders, second notices, etc.

- Board Meetings held in 2016 – 4
  - ✓ BOD Minutes are on website. Members are encouraged to view the minutes.
  - ✓ All members are invited to attend Board meetings.

**Treasurer's Report.** Treasurer Keith Anderson provided copies to the members present of the cash balances report for FY 2016 and the projected cash balances budget report for FY 2017. These reports are attached to, and form a part of, these annual meeting minutes.

Anderson went into some detail regarding the cash balances reports highlighting and discussing specific expenses such as the Isaacs carbarn addition, which is now essentially finished. He then answered several questions from the members.

Corporate Secretary Vaitkunas then commented to the group that more detailed financial reports are always a part of Board meeting minutes and that members have ready access to these minutes as they are posted on our website.

After some other comments, the following motion was offered.

**MOTION:** Made by Jim Vaitkunas; 2nd by Stanley Kasal.  
That the MSM Treasurer's annual report be approved as to form and content.  
**VOTE:** Unanimously approved by all members present.

**General Superintendent's Report.** General Superintendent, Bruce Gustafson rendered his report to the members in the form of a PowerPoint presentation. This presentation is attached to these minutes. Gustafson then answered several questions from the members.

**ESL Superintendent's Report.** ESL Superintendent Todd Bender rendered his report on activities at the Excelsior Streetcar Line for 2016 and plans for 2017. Superintendent Bender commented that both Chair Isaacs and General Superintendent Gustafson pretty much covered the major activities at ESL in the presentations. Todd did have several areas that he wanted to highlight to the members present.

- ESL had record ridership in 2016, carrying over 7,000 in a single season for the first time since ESL began operations in 1999.
- The new merchandise display now located in the ESL carbarn was very successful with a five-fold increase in revenue. Many thanks to Karen Kertzman for spearheading this fine work.
- Ghost Trolley 2016 was totally re-worked because the Excelsior-Lake Minnetonka Historical Society decided they would no longer participate. The ghost trolley was highly successful with new scenes both inside and outside the carbarn. MSM received much praise for continuing the ghost trolley in 2016 from the families that rode.
- It is possible that the Christkindlsmarkt will be forced to move from Excelsior to Shorewood because of increased city permit fees. MSM plans to help out financially to keep this important event in Excelsior. But if it does move to Shorewood this surely will negatively impact our ridership for this winter event.


**Other Reports.** There were no other reports rendered by any other MSM Director, Officer, Superintendent or manager.

**Election of MSM Directors.** After a brief description by Corporate Secretary Jim Vaitkunas of the sequence of events that occurred regarding this year's Director's election to fill two Board vacancies, Chair Isaacs then called for a motion.

**MOTION:** Made by Jim Willmore; 2nd by Bill Graham.  
That John Dillery and Karen Kertzman are elected to fill Director positions on MSM's governing Board of Directors for a term of three years that expire in March, 2020.  
**VOTE:** Unanimously approved by all members present.

**Adjournment.** The MSM 2017 annual meeting adjourned at 11:05 AM.

**Metro Transit O&M Shop Tour.** After the formal business meeting was concluded, the members present went on a guided tour of the Green Line Operations and Maintenance shop.

  
James A. Vaitkunas  
Corporate Secretary

**ATTACHMENTS.**

FY 2016 MSM Cash Balances Report as of 12/31/2016  
FY 2017 MSM Projected Cash Balances (Budget) Report  
MSM General Superintendent's 2017 annual meeting report (PowerPoint)

<b>CASH BALANCES REPORT</b>					
January to December, 2016					
	December 31, 2015				December 31, 2016
	Beginning				Ending
	Balance	Receipts	Payments	Transfers	Balance
<b>CASH ALLOCATIONS</b>					
Unrestricted	52,601.91	136,543.34	(69,624.68)	(48,237.92)	71,282.65
General Track Maint Reserve (5% of Revenue)	31,057.00	-	(18,198.00)	11,478.00	24,337.00
General Reserve (10% of Revenue)					
CHSL Fence Installation	578.00	-	-	6,402.00	6,980.00
Carbarn Angle Iron Replacement	2,000.00	-	-	(2,000.00)	-
Unallocated General Reserve	72,074.00	-	-	22,955.00	95,029.00
General Reserve Total	74,652.00	-	-	27,357.00	102,009.00
Specific Project Reserves					
Carhouse Expansion	51,191.79	-	(6,579.35)	(44,612.44)	-
Winona 10 Restore	(89.34)	30.00	(7,460.77)	9,220.11	1,700.00
Carhouse Run-off	(8,671.25)	-	-	8,671.25	-
CHSL Depot Renovation	-	-	(15,236.00)	15,236.00	-
Platform for CHSL End-of-Line	-	-	-	6,980.00	6,980.00
ESL Carbarn Electrical Upgrades	-	-	-	7,250.00	7,250.00
1300 Truck Rebuild	8,920.00	91,880.00	-	-	100,800.00
1329 Truck Rebuild	-	2,100.00	-	-	2,100.00
Specific Reserve Total	51,351.20	94,010.00	(29,276.12)	2,744.92	118,830.00
ESL Improvements - Ittner Fund					
Realign track #2 at ESL	(735.00)	-	-	735.00	-
Concrete Floor in Carbarn	-	-	-	18,000.00	18,000.00
Unallocated Ittner Fund	12,077.00	-	-	(12,077.00)	-
Ittner Fund Total	11,342.00	-	-	6,658.00	18,000.00
<b>Total</b>	<b>\$221,004</b>	<b>\$230,553</b>	<b>(\$117,099)</b>	<b>\$0</b>	<b>\$334,459</b>

<b>CASH BALANCES BUDGET</b>					
January to December, 2017					
	December 31, 2016				December 31, 2017
	Beginning				Ending
	Balance	Receipts	Payments	Transfers	Balance
<b>CASH ALLOCATIONS</b>					
Unrestricted	73,262.65	56,885.28	(81,564.87)	(22,015.00)	26,568.06
Gen'l Track Maint Reserve (5% of Revenue)	24,337.00	-	(10,000.00)	6,725.00	21,062.00
General Reserve (10% of Revenue)					
CHSL Fence Installation	6,980.00	-	(6,980.00)	-	-
Carbarn Angle Iron Replacement	-	-	-	-	-
Unallocated General Reserve	95,029.00	-	-	13,450.00	108,479.00
General Reserve Total	102,009.00	-	(6,980.00)	13,450.00	108,479.00
Specific Project Reserves					
Carhouse Expansion	-	-	(1,840.00)	1,840.00	-
Winona 10 Restore	1,700.00	-	(1,700.00)	-	-
Carhouse Run-off	-	-	-	-	-
CHSL Depot Renovation	-	-	-	-	-
Platform for CHSL End-of-Line	6,980.00	-	(6,980.00)	-	-
ESL Carbarn Electrical Upgrades	7,250.00	-	(7,250.00)	-	-
1300 Truck Rebuild	100,800.00	-	(100,800.00)	-	-
1239 Truck Rebuild	2,100.00	76,500.00	-	-	78,600.00
Specific Reserve Total	118,830.00	76,500.00	(118,570.00)	1,840.00	78,600.00
ESL Improvements - Ittner Fund					
Realign track #2 at ESL	-	-	-	-	-
Concrete Floor in Carbarn	18,000.00	-	(18,000.00)	-	-
Unallocated Ittner Fund	-	-	-	-	-
Ittner Fund Total	18,000.00	-	(18,000.00)	-	-
<b>Total</b>	<b>\$336,439</b>	<b>\$133,385</b>	<b>(\$235,115)</b>	<b>\$0</b>	<b>\$234,709</b>



# MINNESOTA STREETCAR MUSEUM

2017 Annual Members Meeting  
General Superintendent Report

March 2017







## 2017 ShiftPlanning

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### General

Added two new positions

- CHSL – Helper: Position is for non-operating activities generally for special events. The Station Agent/ Operator position which has been used for these positions in the past will only be used for fourth regular crew position
- ESL – Station Agent/ Operator. Consistent with CHSL, this position can be filled with a non-operating volunteer. It will be the 3<sup>rd</sup> position at ESL and is not required for the shift to operate

### Activation

As we have done over the last few years, all volunteers have been deactivated. A volunteer's status will remain deactivated until he or she completes recertification.

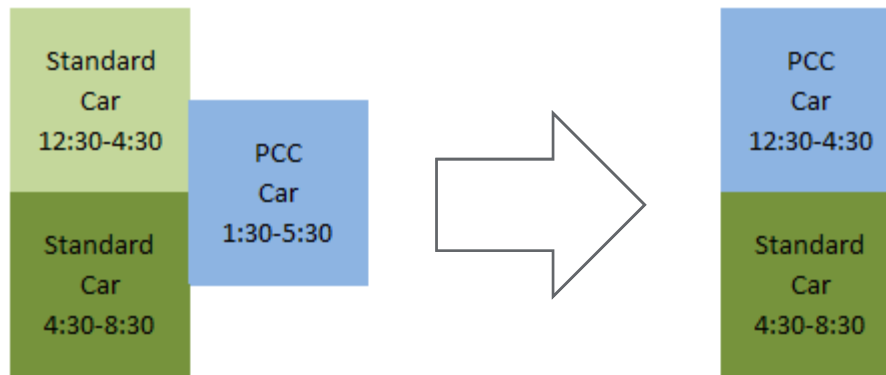


## 2017 - Operations - Changes

### Schedule Changes

#### CHSL

- Sunday schedule has been simplified and reduced to 2 shifts. The overlapping PCC shift will move to the first shift on Sunday. As a result, for regular operations we will not have two car operations



*We will continue to have 2 PCC shifts per week during the summer months:*

- *Sunday first shift*
- *Wednesday evening*

### Schedule Additions

Convention special movements



## 2017 - Training

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### Current Situation

- All operators have been removed from ShiftPlanning – same process as prior years
- Re-activated once recertification training is completed

### Training Plan

- |                      |                          |                                   |
|----------------------|--------------------------|-----------------------------------|
| ▪ Foremen Discussion | Targeting 4/8 and 4/11   | Training, Safety, Idea discussion |
| ▪ Recertification    | mid- April to end of May | Similar to last year              |
| ▪ New Operator       | early April              | Dave Higgins lead trainer         |
| ▪ PCC Training       | early May                | Fred Beamish lead trainer         |



## 2017- Operations - Other

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### New Volunteers

- Keith Anderson - Chief Engineer
- Ben & Mary Porter – Lead effort to maintain the garden at the CHSL depot