

# THE MINNESOTA STREETCAR MUSEUM

## Meeting Minutes.

Board of Directors Meeting

Saturday – March 29, 2013

Linden Hills Recreation Center Building

Minneapolis, Minnesota

**Directors Present:** Dave French                      Aaron Isaacs                      John Dillery  
                                 Holly Wetzel                      James Vaitkunas                      Ben Franske  
                                 Bob Bayers                      Darel Leipold

**Directors Absent:** Kathy Endres

**Others Present:** Keith Anderson                      Todd Bender                      Jerry Olsen  
                                 Bruce Gustafson                      Bill Arends                      Charles Barthold

**Call to Order.** The meeting was called to order by Board Chair Dave French at 9:08 AM.

**Approval of the Agenda.** The draft agenda was approved with no changes.

**Approval of Minutes of the Board of Directors meetings held on September 14, 2013; December 14, 2013; and, March 22, 2014.** The minutes of the Board meetings cited were approved with no changes.

### Corporate Secretary's Report.

Secretary Vaitkunas reported that the 2014 annual meeting was held last Saturday, March 22, 2014 and that approximately 40 members attended. The business conducted was in accordance with accepted procedures. New Directors Holly Wetzel and John Dillery were elected to the Board replacing Todd Bender and Chris Heck, both of whom declined to run for reelection.

Vaitkunas distributed MSM Policy No. 3, Conflict of Interest Policy to the two new Board members (Holly Wetzel and John Dillery). Vaitkunas also distributed the Potential Conflict Report form to all Directors and Officers present and requested they complete the form and return it to him for the Museum's file. This is a requirement of MSM Policy No. 3, which was written to comply with requirements coming from the Federal Internal Revenue Service and federal legislation.

**Electronic Votes taken since the last Board meeting.** Corporate Secretary Vaitkunas reported that six motions were sent out to the Directors by e-mail since the last Board meeting held in September, 2013. These motions were voted by return e-mail, or e-votes, and by MSM policy these motions and votes need to be reaffirmed by the Directors. The motions and resulting votes are summarized as an attachment to these minutes.

**MOTION:** Made by Bob Bayers; 2<sup>nd</sup> by Aaron Isaacs.

The six electronic votes conducted, as listed on the attached summary, are approved without change.

**VOTE:** YES – 8; NO – 0. *Motion approved unanimously.*

## MINUTES

MSM Board of Directors Meeting  
Saturday – March 29, 2014

**Treasurer's Report.** Treasurer Keith Anderson gave a summary of the process through which the Museum's 2014 operating budget was developed. He explained the several budget reports that he distributed to the Directors. Discussion followed explaining the contents of several of the budget accounts and the figures associated with those accounts.

**MOTION:** Made by Aaron Isaacs; 2<sup>nd</sup> by Bob Bayers  
The 2014 budget, as presented by Treasurer Keith Anderson, is approved.  
**VOTE:** YES – 8; NO – 0. *Motion approved unanimously.*

Treasurer Anderson then did a quick review of the projected cash balances report which reflects the decisions at the Special Financial Projects Planning meeting held on December 14, 2013. Discussion then ensued on several of the projects reflected in the report including the priority to rebuild the trucks of TCRT No. 1239. Anderson did comment that he understands that current plans are to have the truck work done in 2015, so there wasn't a need to put the funds associated with that work into the 2014 budget or other financial planning documents. However, all Directors agreed that rebuilding No. 1239s trucks will receive top priority for funding whenever the actual work occurs.

Winona No. 10 funding. New funds approved and reflected in the projected cash balances report will hopefully take care of any Winona No. 10 expenses during the FY.

**MOTION:** Made by Bob Bayers; 2<sup>nd</sup> by Aaron Isaacs  
The decisions and priorities made during the special Financial Projects Planning meeting held on December 14, 2013 and recorded in the minutes of that meeting are approved.  
**VOTE:** YES – 8; NO – 0. *Motion approved unanimously.*

Treasurer Anderson then reported on the proposal informally discussed amongst some of the Directors that we need to earn interest on our excess funds by investing the funds. He recommends that we use the services of the Merrill Lynch financial management company. Mr. Kyle Nielsen would be MSM's investment advisor. Full disclosure—Mr. Nielsen is the son of MSM's Accountant, Don Nielsen. The proposal to invest our excess funds was discussed by the MSM Budget Committee when it met to develop the 2014 MSM budget. The purpose of using Merrill Lynch is to help us invest our excess funds in interest bearing and conservative investments. MSM will invest in various types of bonds with yields of approximately 3-4%. The fee for servicing our investment account would be approximately 1%. The plan is to invest up to \$100K of the Museum's funds with the invested funds readily available if we need them. Anderson then asked for some help with managing the Museum's investments and Aaron Isaacs replied that he would help.

**MOTION:** Made by Aaron Isaacs; 2<sup>nd</sup> by Bob Bayers  
To hire the services of the Merrill-Lynch investment firm to manage the investment of the Museum's excess funds. The Museum will invest no more than \$100,000 at the present time.  
**VOTE:** YES – 8; NO – 0. *Motion approved unanimously.*

## MINUTES

MSM Board of Directors Meeting  
Saturday – March 29, 2014

**General Superintendent's Report.** General Superintendent Bill Arends rendered the following report.

- Season re-cap of 2013—Good season. Ridership at CHSL just under 30,000 total riders.
- Charters were up in 2013 and Bill thanked Jerry & Muriel Olsen for their work.
- Ghost trolley count was passenger down. We don't know why the numbers went down.
- Ghost trolley late show was very popular.
- Transylvania trolley regular fare was also popular. Over 330 riders.
- Holly trolley was good. Second weekend it was very cold but we had good ridership.
- New Point of Sale system has been installed in the Linden Hills station and appears to be easy to use. We will be able to accept credit and debit cards for all sales, including token sales. We've set a minimum of \$10 per transaction for a credit/debit charge. Going this route will be helpful for accounting. The service charge for this feature is 3% per transaction.
- New season begins 5/1 at ESL and 5/3 at CHSL.
- No two-car operations after Labor Day at CHSL. PCC No. 322 will be out of service after Labor Day for its regular annual maintenance.
- Bill briefly described seasonal schedule which is on our website for both railways.
- Off to a great charter schedule—24 scheduled so far.
- New security system at ESL. Karl Jones is managing this upgrade.
- New phone system installed at CHSL & ESL which was a requirement of the point of sale system.
- Problem filling Foreman slots last year. Fred Beamish & Joel Schuweiler are candidates to be Foremen. Both have agreed.
- We'll have two new Cashiers at CHSL this year. Steve Eberle lives on Linden Hills Blvd.
- Bill updated on the renovations to Duluth No. 265. When the car came into the shop, the shop forces found lots of wood rot especially on the pole side of the car. The amount of work was more than the shop folks expected so it has taken longer.
- Bill asked if the Operations Department could expand shift planning to include car cleaning. Hope to recruit more people for both car cleaning and track work. Bruce Gustafson replied that that should not be a problem.
- Every Saturday & Tuesday during the year, a crew from the regular morning shop crew will go on the line to grease the curves so the regular operating crew won't have to do it and to reduce the noise.
- Bill reported that he is researching the cost of putting in the safety fence along Queen Avenue opposite the Linden Hills station and platform.
- Rod Eaton, Bill Way & Don Nielsen operated over 100 hours in 2013 and Bill wants to recognize them for their dedication.

## MINUTES

MSM Board of Directors Meeting  
Saturday – March 29, 2014

**Excelsior Streetcar Line Superintendent's Report.** Excelsior Streetcar Line Superintendent Bruce Kobs was unable to attend this meeting. His written report to the Directors is attached to these minutes.

Todd Bender reported that 30% of riders come from the two fall special events. He mentions this to emphasize that No. 1239's availability is essential to the success of ESL as this car needs to be operational for ESL's special events in the fall.

**Report from MSM Merchandise Manager.** Merchandise Manager, Charles Barthold made a presentation to the Board regarding the point of sale system in the Linden Hills station and the acceptance of credit and debit cards for all sales. Charles first asked if he needed approval from the Board to enter into a contract with the credit card processing company. The general feeling was that this is a business contract and needs to be approved in accordance with MSM's by-laws. Charles then made some additional comments based on questions from the Directors and to explain what he has been doing.

- Charles looked at a number of systems and the one selected by his team comprised of Rod Eaton, Ben Franske, Bill Arends is the best.
- The system has everything we need but he can program it to make it work.
- We have a month to month billing system so we can turn it off to save monthly fees during the off-season.
- Training session on the new system is currently scheduled for Sunday 3/30/14 at 2 PM. This would be a train the trainer session. There will be later training sessions.
- Charles is planning on our Foreman to train crewmembers on the new POS machine.
- Rod is working on developing a user's manual and binder for the station.

**MOTION:** Made by Jim Vaitkunas; 2<sup>nd</sup> by Bob Bayers

That MSM will enter into a contract with Mercury Payments Systems (Wells-Fargo) to manage credit card processing for MSM. Charles Barthold is authorized to negotiate with Mercury Payments Systems and to sign the necessary documents.

**VOTE:** YES – 8; NO – 0. *Motion approved unanimously.*

Discussion then turned briefly to creation of new T-shirts for sale in the station and on-line. Holly Wetzel suggested that we try to find someone to design a t-shirt. Maybe we can put a call for a volunteer in the Museum's newsletter, the *Streetcar Currents*. Jim Vaitkunas stated that if anyone gives input for a short article on T-shirts he'll put it in the newsletter.

**George K. Isaacs Car barn Improvements Project.** Project Manager Aaron Isaacs began his report with a recapitulation of the actions he has taken over the year regarding the Isaacs Car barn expansion project.

At the beginning of the meeting he introduced Glen Sandness who volunteered to be our general contractor for the barn expansion. Glen is now working with contractors to get estimates. MSM has the funds needed to build the addition, but we're also submitting grant applications that will help with the project. Isaacs plans to submit a grant application to NRHS as well.

## MINUTES

MSM Board of Directors Meeting  
Saturday – March 29, 2014

All approvals for various city and other governmental agencies are received. We'll receive the Watershed District approval letter as soon as we pay them the \$1,000 fee. In addition to compliance with Watershed District's requirements for the new addition to the carbarn, we plan to retrofit the existing carbarn roofs to catch the rain and snow-melt runoff so it won't go into Lake Harriet and to solve the problem of the rain and melt water running into the cold carbarn. Half of the cost will hopefully be funded by a Watershed District grant with some minor conditions.

Isaacs estimated that if everything goes along as hoped, construction will start in June. Staging of materials might be a problem especially during the week as the materials will likely block the door to the maintenance shop during the day. It's a fairly complicated project and Glen Sandness estimates it'll take 2-3 months to complete the project. Dennis Stephens has been doing detailed design on the layout and interior of the addition and shop. Isaacs wanted to acknowledge Dennis' work and thank him for what he's doing to help with the project.

**New Business.** Dave French commented that recently he has read through some of the Museum's policy documents on our website and he would like the Board to work on some of the items.


- MSM Mission statement, vision, goals and objectives as described in the Organizational Memorandum and Policy adopted in March, 2005 when the MSM was formed. As far as Dave knew, this has not been reviewed or changed since then. It's time we took a fresh look at this basic document and he asked for someone to lead a working group to do that. Holly Wetzel agreed to lead the working group.
- Organizational Chart & phone list. Dave commented that as he sees it, the problem with this document is that it has a lot of critical positions that have been vacant for a long time. Dave feels that some of the work might be done but no one wants to be listed as a leader for some reason. Dave highlighted some of the key vacancies and suggested that we need to re-look the chart. Jim Vaitkunas commented that while the positions may be vacant, the chart states the bare minimum of positions that any railway needs to function. Vaitkunas also commented that a major revision to the organization chart might require changes to MSM's by-laws.
- Dave commented that he recognizes that the donation thank you letters that he sends to donors are late. He asked for help with drafting the letters.
- Dave announced that this year is his last as Board chair. He plans to step down in 2015 and encourages the people around the table to step up and volunteer.
- June 14<sup>th</sup> is the first day of service for Metro Transit's green line on the University Avenue "Central Corridor." Aaron volunteered to help organize MSM's involvement with the opening day's festivities. Isaacs also mentioned that he is doing a special issue of the *Twin City Lines* history magazine with the history of the TCRT interurban service on University Avenue and has asked for some financial help from Metro Transit to publish this special issue of *TCL*. He projects the issue will be ready for publication in mid-May.

## **MINUTES**

MSM Board of Directors Meeting  
Saturday – March 29, 2014

**Date and Location of Next meeting:** The date and location of the next Director's meeting will be set by the Chair in coordination with the Corporate Secretary. Tentative date is June, 2014.

The meeting adjourned at 11:30 AM.

  
James A. Vaitkunas  
*Corporate Secretary*

### Attachments:

- Summary of Electronic Motions and Votes taken since the June 8, 2013 Board meeting
- Report by the Superintendent of the Excelsior Streetcar Line
- January 1 to March 31, 2014 Finance reports

## **Electronic Vote Motions**

**For Board meeting held on March 29, 2014**

### ***September 19, 2013***

**SUBJECT:** Funds for Tree Trimming at ESL

**MOTION.**

That the sum of \$2,500 be authorized for the removal of tree limbs and branches that are touching or are in danger of touching and damaging the Excelsior carbarn and shop. The funds necessary for this work will come from MSM unrestricted General Reserve funds.

**VOTE:** YES – 8; No. – 0. *Motion is approved unanimously.*

### ***November 29, 2013***

**SUBJECT:** Funds for Critical Streetcar Parts from the Shore Line Trolley Museum

**MOTION.**

That the Minnesota Streetcar Museum allocate the sum of \$7,500 from the unrestricted account to purchase critical streetcar parts from the Shore Line Trolley Museum of East Haven, Connecticut. MSM will also allocate a sum of money, not to exceed \$1,500 to ship the parts from Connecticut to the Museum by the best means available.

**VOTE:** YES – 8; No. – 0. *Motion is approved unanimously.*

### ***December 3, 2013***

**SUBJECT:** Funds for a trip to Excelsior for a Gomaco Technician to evaluate streetcar trucks.

**MOTION.**

That the Minnesota Streetcar Museum allocate the sum of \$1,600 from the unrestricted account to pay for a trip to and from Ida Grove, Iowa by one or more technicians from the Gomaco Trolley Company. The purpose of this visit is to evaluate the current condition of the pair of trucks under streetcar TCRT No. 1239 and to provide MSM with an inventory/list of the truck's components that need repair and/or replacement.

**VOTE:** YES – 7; No. – 1. *Motion is Approved.*

### ***January 19, 2014***

**SUBJECT:** Upgrade to ESL's Intrusion Detection and Fire Alarm system

**MOTION.**

That the Minnesota Streetcar Museum allocate the sum of \$ **3,573.00**, and any additional funds associated necessary to complete the project, from the George Ittner temporarily restricted account to pay for a major upgrade to the intrusion detection and fire detection system installed in the Excelsior carbarn.

**VOTE:** YES – 8; No. – 0. *Motion is Approved unanimously.*

## **Electronic Vote Motions**

### ***February 11, 2014***

**SUBJECT:** Appointment of Ms. Kathy Endres as a Class II Director on MSM's Board of Directors

**MOTION.**

That the Minnesota Streetcar Museum Board of Directors appoint Ms. Kathy Endres, to the position of Class II Director on the MSM governing Board of Directors..

**VOTE:** YES – 8; No. – 0. *Motion is Approved unanimously.*

### ***March 14, 2014***

**SUBJECT:** Change to MSM Telephone Service Provider

**MOTION.** That the Minnesota Streetcar Museum change the telephone carrier at both Museum sites from ***Century Link*** to a 2-year contract with ***POPP Telecom***. Purpose is to add high speed Internet access to the Linden Hills station so that credit cards can be accepted. Purchase of required equipment is also authorized.

**VOTE:** YES – 8; No. – 0. *Motion is Approved unanimously.*



**Excelsior Streetcar Line  
Year-end Review and  
Report to the MSM Board of Directors  
January 2, 2014**

**2013 TOTAL RIDERSHIP – 6,542**

ESL carried 917 more riders than in 2012. Individual event passenger counts:

- Thursday/Farmer’s Market +224
- Santa Trolley +180
- Halloween +168
- Charters + 112 ( 7 more charters this year for a total of 15 )
- Crazy Days +85
- Trick r Treat +53
- Sunday + 7
- Saturday +5
- Apple Day lost 74
- Story Time Trolley lost 5

In 2014 we plan to create something special to attract riders for Apple Day.

**INCOME \$ 13,948.00**

Donations + \$ 335.00	for a total of \$ 962.00
Merchandise +\$ 47.00	for a total of \$ 147.00
Fare Revenue + \$ 2,271.00	for a total of \$ 12,839.00

**UPDATE ON PROJECTS**

The new Excelsior Branch of the Hennepin County Library is scheduled to open in September, 2014. As of January, construction is already running two months behind. I have talked with the librarian about ESL’s events and new options which will be available with the new library. We will continue to discuss new ideas and programs for the future.

Tree trimming around the ESL car barn and shop was completed in November, 2014 at a cost of \$735.00. This trimming should last us six years. Thank you to **Scott Heiderich** for his guidance and help with the trimming.

Our involvement with the hospitality center of the Excelsior-Lake Minnetonka Chamber of Commerce has been a success. We’ve enjoyed new charters and increased ridership as a result of our involvement with the hospitality center. ESL recommends another \$600.00 in our 2014 budget which will continue our sponsorship of this excellent community facility.

After the attempted break-in at the ESL car barn and shop in the summer of 2014, we immediately started to eliminate weak points in our intrusion detection and fire system at ESL. **Karl Jones** has been working with the Silent Knight Company to upgrade and modernize our system in the ESL car barn and shop, adding features similar to that found in the George Isaacs car barn and shop at the Como-Harriet Streetcar Line. Our 2015 budget requests \$4200.00 for this work.

## **Excelsior Streetcar Line**

Year-end Review and Report to the MSM Board of Directors

January 2, 2014

As we look forward to completion and operation of Winona No. 10, ESL must make room for two wide body cars in our cold barn. Track number two needs to be moved about 9 1/2 inches toward the south side of the doorway opening to allow a wide-bodied car to operate through the doorway. Until now, only DSR No. 78 was stored on track no. 2 inside the carbarn. The switch to track no. 2 also needs to be re-gauged to prevent derailling. This cost hopefully will not exceed \$7,000.00. **Scott Heiderich** is working on this project. Funds will be taken out of the overhead/track fund.

During the summer of 2014, the Metropolitan Council will continue its installation of a major sewer line through Excelsior. Morse Avenue will be closed for this work and the asphalt roadway will be cut but ESL will be allowed to continue operations until the contractor needs to run the sewer line under the track. At a critical point in the work, the contractor will remove our track and ties which will stop our ability to operate a streetcar west beyond Morse Avenue. In addition, the overhead wire power must be locked off for protection of the construction crew which means that during the time that our track is cut, no streetcar operations at ESL will be possible. **Marv Krafve** and **Scott Heiderich** have been reviewing the details of this project and feel comfortable that all ESL's instructions will be followed. The contractor's job Foreman will inform ESL 48 hours in advance of any work they are doing on our right-of-way. Service will hopefully be suspended for only one week.

When Winona 10 is able to move out of the warm barn and is operational, DSR No. 78 will be put into the shop bay to receive some much-needed maintenance. This will hopefully take no more than two or three months. After the Halloween and Santa Trolley events are completed in December of 2014, TCRT No. 1239 will then replace No. 78 in the shop bay to have its trucks removed and sent out for rebuilding. During the winter of 2014-2015, necessary work on No. 1239 will be undertaken while the car is immobile.

ESL's primary service streetcar for the 2014 operating season will be DSR No. 78. We'll use No. 1239 very sparingly, mostly for the events that typically result in larger numbers of riders. We hope that the ESL maintenance team comprised of **Karl Jones**, **Todd Bender** and **Don Nielsen** can keep No. 1239 operating when we need it until the end of the 2014 operating season. We also hope that Winona No. 10, along with its electric heaters, will be operational by December 2014 so it might act as back-up car for Santa Trolley if necessary.

Success of the ESL operations would not be possible without the many hours of dedication, loyalty and hard work by our volunteers. I need to single out, however, **Todd Bender** and his leadership and attention to detail during the Halloween and Santa Trolley. His "The Show Must Go On" motivation rallied ESL to a new level allowing 2,468 riders to enjoy a great time. Thank you Todd.

R. Bruce Kobs, Superintendent of Excelsior Streetcar Line

01/02/2014

**MSM Budget Worksheet**  
January through December 2014

	10 CHSL		20 ESL		30 MSM		TOTAL	
	FY 2013	Budget 2014	FY 2013	Budget 2014	FY 2013	Budget 2014	FY 2013	Budget 2014
<b>Income</b>								
<b>4010 Contributions-Unrestricted</b>								
4011 · Donations Box	1,248	1,200	941	950	0		2,189	2,150
4012 · Contributions-Unrestricted	0		249		9,166	9,000	9,415	9,000
<b>Total 4010 Contributions-Unrestricted</b>	1,248	1,200	1,190	950	9,166	9,000	11,604	11,150
<b>4020 Contributions-Temp. Restr.</b>								
4024 · ESL Improvements - Ittner Fund	0		22,650		0		22,650	0
4021 · Carhouse Improvements	26,125	25,000	0		0		26,125	25,000
4022 · Winona 10 Restoration	0		0		170	5,500	170	5,500
<b>Total 4020 Contributions-Temp. Restr.</b>	26,125	25,000	22,650	0	170	5,500	48,945	30,500
<b>4110 Passenger Fares</b>								
4111 · Tokens	40,778	40,000	5,236	5,000	0		46,014	45,000
4112 · Season Passes	3,857	3,500	98	100	0		3,955	3,600
4119 · Cash Over/Short	-490	-500	0	0	0		-490	-500
<b>Total 4110 Passenger Fares</b>	44,145	43,000	5,334	5,100	0	0	49,479	48,100
<b>4120 Charters</b>	4,653	4,500	1,440	1,200	0		6,093	5,700
<b>4130 Special Events/Revenue</b>								
4136 · Pumpkin Patch Fares Revenues								
4137 · Pumpkin Patch - Pumpkin Sales	1,521	1,500	0	0	0	0	1,521	1,500
4136 · Pumpkin Patch Fares Revenues - Other	1,786	1,800	0	0	0	0	1,786	1,800
<b>Total 4136 · Pumpkin Patch Fares Revenues</b>	3,307	3,300	0	0	0	0	3,307	3,300
4135 · Murder Mystery Revenues	1,609	1,600	0		0		1,609	1,600
4134 · Streetcar Camp	517	500	0		0		517	500
4131 · Ghost Trolley	4,800	4,500	1,438	1,200	0		6,238	5,700
4132 · PJ/Storytime/Trick'R Trolley	2,566	2,500	1,528	500	0		4,094	3,000
4133 · Christmas Trolley	3,136	2,800	3,099	3,000	0		6,235	5,800
4138 · Musical Trolley		1,000						1,000
<b>Total 4130 Special Events/Revenue</b>	15,934	16,200	6,065	4,700	0	0	21,999	20,900
<b>4150 Merchandise Sales</b>								
4151 · Taxable Sales	11,251	16,400	143	250	925	2,100	12,319	18,750
4152 · Non-Taxable Sales	2,123	2,000	0		825	2,400	2,948	4,400
4159 · Sales Tax Expense	-812	-1,271	-10	-18	-110	-955	-931	-2,244
<b>Total 4150 Merchandise Sales</b>	12,562	17,129	133	232	1,639	3,545	14,335	20,906
<b>4160 Member Dues</b>	0		0		10,210	10,000	10,210	10,000
<b>4190 Other</b>								
4191 · Interest	0		0		537	2,500	537	2,500
4192 · Photograph Reproduction & Use	0		0		801	600	801	600
4196 · Sales of Scrap Materials	519	300	162	100	0		680	400
4197 · Miscellaneous Income	0		1		0		1	0
4199 · Pop Machines	0		15	15	0		15	15
<b>Total 4190 Other</b>	519	300	178	115	1,338	3,100	2,034	3,515

**MSM Budget Worksheet**  
January through December 2014

	10 CHSL		20 ESL		30 MSM		TOTAL	
Total Income	105,186	107,329	36,990	12,297	22,523	31,145	164,699	150,771

**MSM Budget Worksheet**  
January through December 2014

	10 CHSL		20 ESL		30 MSM		TOTAL	
<b>Expense</b>								
<b>5100 Repairs and Maintenance</b>								
5110 Roadway Track & Overhead	327	3,000	170	11,950	0		497	14,950
5120 Buildings and Grounds	3,888	15,500	1,824	1,600	0		5,712	17,100
5130 Streetcars	1,450	2,850	552	450	218		2,220	3,300
5190 Shop Tools & Supplies	950	4,500	512	500	288		1,750	5,000
<b>Total 5100 Repairs and Maintenance</b>	<b>6,615</b>	<b>25,850</b>	<b>3,058</b>	<b>14,500</b>	<b>506</b>	<b>0</b>	<b>10,180</b>	<b>40,350</b>
<b>5200 Operations</b>								
5210 Electricity for Power	3,861	4,000	1,396	1,500	0		5,257	5,500
5220 Permits & Licenses	0		50	50	0		50	50
5230 Volunteer Services								
5231 - Training Expense	0		0		424	500	424	500
5230 Volunteer Services - Other	0		0		129	100	129	100
<b>Total 5230 Volunteer Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>553</b>	<b>600</b>	<b>553</b>	<b>600</b>
5290 Special Events								
5296 - Special Events Other	0	300	0		0		0	300
5297 - Musical Trolley Expense		300						300
5295 - Murder Mystery Trolley Expense	543	500	0		0		543	500
5291 - Ghost Trolley	522	500	22	25	0		544	525
5292 - Christmas Trolley	401	200	638	800	0		1,039	1,000
5293 - PJ/Storytime/Trick'R Trolley	306	350	72	80	0		378	430
<b>Total 5290 Special Events</b>	<b>1,772</b>	<b>2,150</b>	<b>731</b>	<b>905</b>	<b>0</b>	<b>0</b>	<b>2,503</b>	<b>3,055</b>
<b>Total 5200 Operations</b>	<b>5,632</b>	<b>6,150</b>	<b>2,178</b>	<b>2,455</b>	<b>553</b>	<b>600</b>	<b>8,363</b>	<b>9,205</b>
<b>5300 Insurance</b>								
5310 Liability	5,176	5,306	5,371	5,505	0		10,547	10,811
5330 Streetcars	1,485	1,522	1,297	1,329	0		2,782	2,852
5390 Other	0		0		1,305	1,338	1,305	1,338
<b>Total 5300 Insurance</b>	<b>6,661</b>	<b>6,828</b>	<b>6,667</b>	<b>6,834</b>	<b>1,305</b>	<b>1,338</b>	<b>14,634</b>	<b>15,000</b>
<b>5400 Utilities</b>								
5410 Electricity for Light (Linden Station)	362	350	0		0		362	350
5420 Natural Gas for Heat	1,131	1,100	660	700	0		1,791	1,800
5430 Water & Sewer								
5431 - Assessments-Storm Water	114	115	0		0		114	115
5430 Water & Sewer - Other	149	150	855	860	0		1,004	1,010
<b>Total 5430 Water &amp; Sewer</b>	<b>263</b>	<b>265</b>	<b>855</b>	<b>860</b>	<b>0</b>	<b>0</b>	<b>1,118</b>	<b>1,125</b>
5470 Security System	744	750	342	4,500	0		1,086	5,250
<b>Total 5400 Utilities</b>	<b>2,500</b>	<b>2,465</b>	<b>1,857</b>	<b>6,060</b>	<b>0</b>	<b>0</b>	<b>4,357</b>	<b>8,525</b>
<b>5500 Marketing &amp; Communications</b>								
5501 - Hospitality Center Rent	0		600	600	0		600	600
<b>Total 5500 Marketing &amp; Communications</b>	<b>0</b>		<b>600</b>	<b>600</b>	<b>0</b>	<b>0</b>	<b>600</b>	<b>600</b>

**MSM Budget Worksheet**  
January through December 2014

	10 CHSL		20 ESL		30 MSM		TOTAL	
<b>5600 · Exhibits/Photographs</b>								
5603 · Photo Storage Locker Rental	0		0		1,232	1,350	1,232	1,350
5601 · Exhibit Items Purchased	0		108		469	1,000	577	1,000
5602 · Photograph Collection	0		0		405	500	405	500
<b>Total 5600 · Exhibits/Photographs</b>	0		108		2,106	2,850	2,214	2,850
<b>5700 Printing &amp; Reproduction</b>	0		0		454	2,760	454	2,760
<b>5800 Merchandise Cost</b>								
5801 · Inventory Shrinkage	72	100	0		0		72	100
5800 Merchandise Cost - Other	5,458	11,500	0		0		5,458	11,500
<b>Total 5800 Merchandise Cost</b>	5,530	11,600	0		0	0	5,530	11,600
<b>5900 · Genl. Supt. Contingencies</b>	54	250	0		0		54	250
<b>6020 Telephone</b>								
6021 · Telephone	1,269	1,150	607	650	550	550	2,426	2,350
6022 · Telephone-Security System	0		504	250	0		504	250
<b>Total 6020 Telephone</b>	1,269	1,150	1,111	900	550	550	2,930	2,600
<b>6030 Office Supplies</b>	204	1,000	17	20	817	510	1,038	1,530
<b>6031 · Cash Register Expense</b>		5,000						5,000
<b>6040 Postage</b>	0		0		1,213	1,250	1,213	1,250
<b>6050 Assn Dues &amp; Subscriptions</b>	0		271	249	225	550	496	799
<b>6060 Membership Publications</b>	0		0		6,998	6,750	6,998	6,750
<b>6070 Meetings/Travel</b>	0		0		500	500	500	500
<b>6090 Other</b>								
6092 · Bank Service Charges	20		0		0	20	20	20
<b>Total 6090 Other</b>	20	0	0	0	0	20	20	20
<b>Total Expense</b>	28,485	60,293	15,868	31,618	15,228	17,678	59,581	109,589
<b>Net Ordinary Income</b>	76,701	47,036	21,122	-19,321	7,295	13,468	105,118	41,182

**CASH BALANCES BUDGET**  
FY 2014

	Beginning Balance	Receipts	Payments	Transfers	Ending Balance
<b>CASH ACCOUNTS</b>					
Unrestricted	\$ 163,822	\$ 120,271	\$ (90,288)	\$ (70,027)	\$ 123,778
Track Maint Reserve	\$ 26,057			\$ 5,000	\$ 25,057
Realign track #2 at ESL			\$ (6,000)		
General Reserve (10%)	\$ 95,900			\$ 12,027	
CHSL fence along Queen Ave			\$ (2,500)		
Isaacs Car barn angle iron replacement			\$ (2,000)		
Flat screen TV at Linden Hills station			\$ (2,000)		
Credit card capable cash register at Linden Hills			\$ (5,000)		\$ 96,427
	\$ -				
Carhouse Expansion	\$ 24,423	\$ 25,000	\$ (80,000)	\$ 31,000	\$ 423
Winona 10 Restore	\$ (2,198)	\$ 5,500	\$ (25,000)	\$ 22,000	\$ 302
ESL Improvements - Ittner Fund	\$ 22,650	\$ -			
Improve IDS/fire alarm at ESL			\$ (4,200)		\$ 18,450
<b>Total</b>	<b>\$ 330,654</b>	<b>\$ 150,771</b>	<b>\$ (216,988)</b>	<b>\$ -</b>	<b>\$ 264,437</b>

CASH ACCOUNT BALANCES	
FY 2014 Budgeted Income	\$ (66,217)
Cash totals from year-end 2013	\$ 330,654
<b>Total</b>	<b>\$ 264,437</b>

TRANSFERS FROM UNRESTRICTED	
General Reserve 10%	\$ 12,027
Carhouse Expansion	\$ 31,000
Track Maintenance Reserve	\$ 5,000
Streetcar Restoration (Winona 10)	\$ 22,000
<b>Total</b>	<b>\$ (70,027)</b>

**CASH BALANCES BUDGET**  
FY 2014

	Beginning Balance	Receipts	Payments	Transfers	Ending Balance
<b>CASH ACCOUNTS</b>					
Unrestricted	\$ 163,822	\$ 120,271	\$ (90,288)	\$ (70,027)	\$ 123,778
Track Maint Reserve	\$ 26,057			\$ 5,000	\$ 25,057
Realign track #2 at ESL			\$ (6,000)		
General Reserve (10%)	\$ 95,900			\$ 12,027	
CHSL fence along Queen Ave			\$ (2,500)		
Isaacs Car barn angle iron replacement			\$ (2,000)		
Flat screen TV at Linden Hills station			\$ (2,000)		
Credit card capable cash register at Linden Hills			\$ (5,000)		\$ 96,427
	\$ -				
Carhouse Expansion	\$ 24,423	\$ 25,000	\$ (80,000)	\$ 31,000	\$ 423
Winona 10 Restore	\$ (2,198)	\$ 5,500	\$ (25,000)	\$ 22,000	\$ 302
ESL Improvements - Ittner Fund	\$ 22,650	\$ -			
Improve IDS/fire alarm at ESL			\$ (4,200)		\$ 18,450
<b>Total</b>	<b>\$ 330,654</b>	<b>\$ 150,771</b>	<b>\$ (216,988)</b>	<b>\$ -</b>	<b>\$ 264,437</b>

<b>CASH ACCOUNT BALANCES</b>	
FY 2014 Budgeted Income	\$ (66,217)
Cash totals from year-end 2013	\$ 330,654
<b>Total</b>	<b>\$ 264,437</b>

<b>TRANSFERS FROM UNRESTRICTED</b>	
General Reserve 10%	\$ 12,027
Carhouse Expansion	\$ 31,000
Track Maintenance Reserve	\$ 5,000
Streetcar Restoration (Winona 10)	\$ 22,000
<b>Total</b>	<b>\$ (70,027)</b>