

THE MINNESOTA STREETCAR MUSEUM

Meeting Minutes.

Board of Directors Meeting

Saturday – July 8, 2017

George Isaacs Carbarn – Russell L. Olson Library

Minneapolis, Minnesota

Directors Present:	John Dillery	Ben Franske	Aaron Isaacs
	Karen Kertzman	Dave French	James Vaitkunas
Directors Absent:	Joe Young	Darel Leipold	Bob Bayers
Others Present:	Keith Anderson	Bill Arends	Todd Bender
	Tim Crain	Jim Kertzman	Tom Schramm
	Dick Zawacki		

Call to Order. The meeting was called to order by Board Chair **Aaron Isaacs** at 9:05 AM. Corporate Secretary **Jim Vaitkunas** reported that with 6 Directors present at this meeting, we have a quorum to conduct official Museum business.

Approval of the Agenda. The draft agenda was approved with one change. Corporate Secretary **Vaitkunas** commented that when he drafted the agenda he thought that the approval of the policy on naming MSM property and locations had not occurred. This was incorrect as the policy was approved on June 13, 2016 by electronic vote. Therefore, that item on the agenda can now be stricken.

Approval of Minutes. Minutes of the Board of Directors meeting held on February 4, 2017 and March 11, 2017 were approved with no changes.

Board Chair's Report. Chair **Isaacs** reported the following.

The Minnehaha Creek Watershed District had offered to grant MSM \$14,000 to fund the rain water abatement project done in conjunction with the carbarn expansion. **Isaacs** explained that there was/is a catch to receiving this grant. To receive the grant money we have to install an irrigation system to use the rain water collected and stored in the cistern to irrigate the shrubs along the east side of the carbarn. At the time, **Isaacs** decided not to accept the grant because of the potential cost to install the irrigation system. **Isaacs** recently received another letter from the Watershed district on the grant offer that has caused him to reconsider his original decision. He asked the Directors for guidance on how to proceed. His rationale is that if we spend some amount of money (\$2-3K?) to provide the irrigation system it may be worth the expense to get the total of \$14K in grant money. After several minutes of discussion on the issue, **Keith Anderson** offered to contact companies and get cost estimates on installing the irrigation system and then report back to the board.

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Isaacs commented that we need to start planning for the Winona No. 10 dedication ceremony. People will be invited to the ceremony, several of whom live out of the state. But it appears that the car won't be ready for such a ceremony until after Labor Day. This puts a bind in scheduling the ceremony because MSM has major events in the fall, especially the Heritage Rail Alliance 2017 conference and the Halloween events. After some discussion on alternatives, consensus among the Directors was that the ceremony will be held in the spring of 2018.

Corporate Secretary's Report. Corporate Secretary **Jim Vaitkunas** did not have anything to report.

Electronic Votes taken since the last Board meeting. Corporate Secretary **Vaitkunas** reported that there were two motions made and votes taken by e-mail since the last Board meeting. The motions' dates and subjects were as follows:

- April 21, 2017 – Approval of IRS Form 990 for Tax Year 2016; and,
- June 1, 2017 – Approval of the annual report rendered to the Minnesota Attorney General for tax year 2016.

All of these electronic motions were approved by the Directors with no dissenting votes. The following motion was then made.

MOTION: Made by Ben Franske; 2nd by John Dillery
The electronic votes conducted on April 21, 2017 and June 1, 2017 are affirmed and approved without change.
VOTE: YES – 6; NO – 0. *Motion approved.*

Treasurer's Report. MSM Treasurer **Keith Anderson** distributed copies of the finance reports (attached to these minutes) and then conducted a review of the Museum's finances for the first quarter of fiscal year FY 2017. Several Directors had questions related to specific items in the report, which were answered by either Treasurer **Anderson** or **Tim Crain**, MSM bookkeeper.

Chair **Isaacs** then talked about how we should account for the additional expenses that have been incurred since the basic carbarn structure was completed. These expenses included the speeder shed switch and track and the installing of the pavers in front of the carbarn. All these expenses resulted from the expansion project. After discussion, consensus was that all work on the speeder shed track and the pavers will be accounted for in the carbarn expense account.

General Superintendent's Report. General Superintendent **Bruce Gustafson** previously submitted his report and this is attached to these minutes. The report was also sent to the Directors and others prior to this meeting. Gustafson reviewed the report with the directors to highlight several important issues.

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Regarding the incident with **Jim Berry**'s fall off the north platform at Lake Calhoun, the problem there was **Berry** had lost his balance trying to handle the heavy and unwieldy sandwich board. All agreed that procuring a lighter sandwich board should be a priority. After some discussion the Directors agreed to purchase some lightweight sandwich boards. **John Dillery** offered to follow-up and get cost estimates. **Dillery** suggested that a notice be issued to all operating personnel to be careful mounting the sign.

Dillery further commented that one problem is that the current north platform has settled on the east side and that may have contributed to **Berry**'s fall. He suggested that on a temporary basis that we level the platform.

The solution to the north platform problem is installing a permanent concrete platform. Chair **Isaacs** commented that before we can build that platform we need to obtain approval from the Minneapolis Park and Recreation Board. **Dennis Stephens** is now working on providing plans to the Park Board.

Karen Kertzman requested that ESL be involved in procuring the sandwich boards as the one ESL uses are the same as at CHSL. **Dillery** stated that he would keep ESL informed as he gathers the information on the lightweight ones.

There were several minutes of discussion on the issue of so many second and third year operating personnel no longer volunteering. **Jim Vaitkunas** commented that it's important to talk directly with these people rather than send them a written survey or questionnaire. The purpose of talking with them is to find out why people are leaving the Museum after one or two years of volunteering. After discussion, consensus was that we would do the following.

- Develop a series of questions that a caller can then use as a guide when talking to those who have dropped-out. We need ask the same basic questions to be able to easily correlate the data and responses from the people we talk with.
- Follow-up with questions from the ex-volunteer to ensure that we know what the real problems are.
- During the call we need to emphasize that we're talking with them to help the Museum not to punish them or anyone else.
- We need to tell the ex-volunteers that their responses will be held strictly confidential.
- Dave French agreed to draft the questionnaire and send to key MSM managers for review.

The Directors all commented that the work **Ben** and **Mary Porter** are doing on the CHSL garden adjacent to the Linden Hills station was outstanding.

Gustafson then discussed the issue with managing the name badges that recognize the years of service of our volunteers. He feels that the current system is cumbersome and to some extent expensive since every five years new badges have to be made for several volunteers. After discussion, the Directors agreed that we'll have a single color badge with the year the person started volunteering displayed on the badge. **Tim Crain** suggested that perhaps we ought to issue a special badge or pin to recognize years of service.

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Excelsior Streetcar Line Superintendent's Report. ESL Superintendent **Todd Bender** rendered the ESL report in written form previously (attached to these minutes) and was present to answer any questions. He reviewed several items in his report. One problem identified was storing No. 1239 on track #1 in the ready barn results in oil dropping on the new concrete floor. We put down the absorbing material to soak up the oil but then when visitors are in the carbarn and want to see the interior of No. 78, the absorbent granules and oil gets tracked into No. 78s platforms and in the passenger compartment. Because of this problem, passengers are no longer allowed to go into No. 78 during their carbarn tour. This decision also results in less time spent in the carbarn which helps the crew maintain the half-hour round-trip schedule.

Jim Vaitkunas commented that we need another Class II Director from the western suburbs. **Bender** replied that he will follow-up to recruit a person from the Lake Minnetonka area to be a Class II Director.

Heritage Rail Alliance (HRA) 2017 conference update. Chair **Isaacs** gave the Directors an update on planning activities for the HRA 2017 fall conference hosted by MSM. Dates of the conference are October 4-7, 2017 with pre-conference activities on October 3rd.

Planning is proceeding according to schedule and the plans are coming together:

Registrations are now coming in to the HRA main office;

- Registration ongoing and managed by the HRA Executive Director.
- The Hotel arrangements are set.
- Pre-conference activities are set.
- We have reached out to all local railroad Museums within a 200-mile radius of the Twin Cities and are offering them a reduced cost of \$40 per person to attend the seminars only.
- We need a working group to start planning the exact activities, such as seminars.
- We need to get our volunteers involved in the conference. In particular we need to identify veteran Foremen to be on each streetcar during the visits to CHSL and ESL
- Main task over the next 4-6 weeks is to line-up vendors and sponsors for the conference.

Other Reports.

Winona 10 report. **Dick Zawacki** gave the Directors an update on the restoration of Winona No. 10.

- The floor finished.
- Seats being installed.
- Ceiling is finished and the pin stripes are being painted on.
- No. 10's electrical systems still need some work but the car is operable.
- The various safety overrides are partially functional. There is a built-in cutout switch for these systems system. This work is being done by Mike Miller.
- The problem with the truck's springs are still being worked on but are serviceable.
- No. 10 will be ready by early October for the HRA fall conference.

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Electric speeder donation to MSM. **Tom Schramm** made a proposal to the Directors. Tom was contacted by a friend who lives in Florida who has re-powered a Fairmont track car from a gas engine to an electric golf cart motor with more power than the current electric speeder used at CHSL. He would like to donate the speeder to MSM and another friend of **Tom Schramm** has offered to haul it from Florida to Minneapolis for free. After some discussion, the Board agreed to accept the donation and asked **Schramm** to proceed with the arrangements to have the speeder transferred to Minneapolis.

Schramm also informed the Board that he has purchased two large paint storage cabinets at a good price, one of which will go to Excelsior because they do not have an approved paint storage cabinet.

New MSM Website. MSM's Information Technology Manager, **Ben Franske** rendered the following update on the new MSM website.

- The new website went live 10 days ago. It's pretty complete although there are several links in it that need to be fixed.
- Select people will be responsible for content and can update the website themselves.

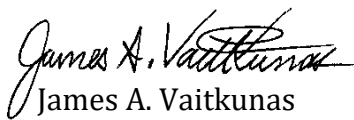
Scheduled service at CHSL. **John Dillery** presented to the Board his thoughts on why CHSL should institute stricter rules on when streetcars start their runs.

- If we are interpreting transit history, we ought to do more. One of the ways to demonstrate transit history would be to have a specific schedule that both Operators and passengers can call upon. This would also be helpful for potential riders who wish to board at the north platform.
- Another advantage to having a set schedule is that potential passengers would feel more comfortable knowing that the car will depart at a specific time rather than the current loosely managed system. This would greatly aid their planning.

General Superintendent **Bruce Gustafson** and the Directors do not recommend that MSM adopt set schedules for regular operations at this time.

New Business. None

The meeting adjourned at 10:35 AM.


James A. Vaitkunas
Corporate Secretary

Attachments:

- Report from the MSM General Superintendent
- Report from the Excelsior Streetcar Line Superintendent
- Treasurer's Summary Report
- FY 2017 1st Quarter Profit & Loss Budget vs. Actual Report
- Cash Balances Report January to March 2017

**Minnesota Streetcar Museum
General Superintendent's Report – July 2017**

I. OPERATIONS

RIDERSHIP STATISTICS

Too early for meaningful comparisons, but through mid-June ridership is consistent with prior years.

CHSL (through June 10):

- 5,644 riders
 - Memorial Day 845
 - Mother's Day 753
 - Charters 445
 - For comparison: May 2016
 - May 2016 – 4,713 riders (incl. 501 charters)
 - June 2016 – 5,908 riders (incl. 534 charters)
- Lost Shifts
 - Broken overhead ~2. Wire broke after 17 riders on first shift
 - Lack of crew 1 shift

ESL (through June 17)

- Riders
 - May 586
 - June 382

CHARTERS

For the year we have run or are scheduled to run 27 CHSL charters and 6 ESL charters – not counting those associated with the fall convention. 12 CHSL charters have been run and 3 at ESL.

INCIDENTS

We have had several reportable incidents this year.

- May 5 (ESL). Derail of car no. 78 within yard. Resulted from poor communication between crew members
- June 7 (CHSL). Jim Berry fell while setting up sign at north end. The existing sandwich board sign is heavy and awkward especially when negotiating the narrow doors on car no. 265
 - John Dillery is looking into alternative signs
 - Potential for new platform should also reduce risk
- June 10 (CHSL). Dewire of car no 265 south of William Berry Bridge due to high winds moving the overhead wire and the trolley pole unable to follow the movement.
 - Quick response mitigated the loss of service

II. TRAINING

NEW OPERATORS

Training led by Dave Higgins

As of June 1

At Orientation	33
Post-Orientation	30
Post-Phase 1	24

- Current Status (6/27)

	Phase 2	Phase 3	Phase 4	Graduated
CHSL	-	2	4	10
ESL	-	-	1	2

- For comparison purposes there were significantly more trainees in the pipeline last June

	Phase 2	Phase 3	Phase 4
CHSL	1	7	3
ESL	1	1	3

PCC TRAINING

Training led by Fred Beamish

- 2 new PCC Operators (Jerry Petersen and Eric Werner) and 5 re certifications

RECERTIFICATION

Recertified all operators with in-person quiz / discussion; Positive impact

- 3 Foremen meetings
- Several meetings with crew members
- Required check-rides for all second year and individuals operating less the 10 hours in 2016

III. CURRENT ROSTER

Not counting new operators still in training we have 106 active members listed as operators (includes station agent only members). This compares to 104 last year.

OPEN SHIFTS

We continue to deal with late sign-ups of our operating volunteers. In general, the situation seems to be similar to 2016.

- Late sign-ups
- Small group of volunteers pulling disproportionate amount of shifts
 - CHSL – 15 of the 69 volunteers with hours represent 50% of the hours (read across)

Arends, Bill	Simon, Steve	Petersen, Gerald
Eaton, Rod	Kriske, Pat	Desbonnet, Patrick
Buck, Mike	Isaacs, Aaron	McCulloch, Steve
Allyn, Bruce	Isbrandt, Russ	Arends, Rose
Cosgrove, Pat	Porter, Ben	Digre, Mark

 - ESL – 6 of the 26 volunteers with hours represent 50% of the hours (read across)

Kappel, Larry	Kertzman, Karen	Kertzman, Jim
McCollum, David	Dulebohn, Tom	Kobs, R. Bruce

We are operating 1 few shifts this year (eliminated the second Sunday standard car) with no impact.

No. of Shifts per Week		CHSL	ESL	Required Crew	
Weekday				CHSL	
PCC	1	0	Foreman	1	
Standard	5	1	Operator	2	
Weekend				ESL	
PCC	1	0	Foreman	1	
Standard	3	3	Operator	1	
Total					
PCC	2	0			
Standard	8	4			
Grand Total	10	4			

The table below shows the number of volunteers by location and position and the number of scheduled positions resulting in the number of times/week or month we need each operating member to volunteer

		No. of Volunteers	Positions per Week	Required Shifts		
				per Week	per Month	
Excludes Station Agent	CHSL					
	PCC Operator	40	6	0.2	0.6	Includes PCC qualified foreman
	Std Car Operator	75	16	0.2	0.9	
	Foreman	25	8	0.3	1.3	Excludes PCC qualified foreman
	ESL					
	Std Car Operator	40	4	0.1	0.4	
Includes Station Agent	CHSL					
	PCC Operator	40	6	0.2	0.6	Includes PCC qualified foreman
	Std Car Operator	75	26	0.3	1.4	Includes all station agents
	Foreman	25	8	0.3	1.3	Excludes PCC qualified foreman
	ESL					
	Std Car Operator	40	8	0.2	0.8	
	Foreman	18	4	0.2	0.9	

The following tables compare YTYD June 2017 to YTD September distribution of hours.

- Year-over-year the distribution seems comparable with the top group pulling a disproportionate number of hours and a significant group that does very little work

SEPTEMBER 2016

	CHSL Staff	Percent of Staff	Percent of Hours
Top 10 Operators	10	10%	30%
Top 11-20 Operators	10	10%	26%
<10 hours	18	18%	3%
Zero shifts	19	19%	0%
Middle group	43	43%	41%
Total	100		100%

3121 hours

JUNE 2017

	CHSL Staff	Percent of Staff	Percent of Hours
Top 10 Operators	10	11%	39%
Top 11-20 Operators	10	10%	19%
<3 hours	6	6%	2%
Zero shifts	18	18%	0%
Middle group	43	49%	40%
Total	87		100%

769 hours

- We have lost for at least part of the year 3 top 2016 performers – they contributed ~9% total CHSL hours
 - Joel Schuweiler (new job)
 - Bill Way (injury)
 - Warren Ahlgren (health issues)

Volunteer	2016 Hours	Volunteer	2016 Hours	Volunteer	2016 Hours
Desbonnet, Patrick	131.0	Kertzman, Jim	93.0	Simon, Steve	81.0
Kertzman, Karen	113.0	Buck, Mike	91.0	Thomas, Gregory	78.0
Way, Bill	100.5	McCulloch, Steve	89.0	Kriske, Pat	75.5
Graham, Bill	98.5	Petersen, Gerald	88.5	Neitzel, Ronald	70.0
Schuweiler, Joel	95.0	Ahlgren, Warren	83.0	Dulebohn, Tom	66.5

IV. NON-OPERATION

GROUNDS

- Ben and Mary Porter are maintaining/ enhancing the station garden at CHSL
- Have held 3 work sessions to remove brush along right-of-way
- Pat Kriske has contracted 3rd party to mow area around 42nd Street

STATION / MERCHANDISE (Bill Arends, Karen Kertzman)

- **CHSL**
 - Gross revenue per the POS system \$20,216.75. (This is overstated by at least 140 fares. Once 1 fare was rung up as 101 and not reversed. Twice 22 fares were rung up as 2 and not reversed. Also merchandise has been returned and not reversed.)
 - Major categories:
 - Passes: Nearly \$3,000, of which \$2,303 are season passes
 - Candy, Pez dispensers, Chug-a-Chews and other edibles: \$760
 - Jewelry: All donated by Mona Isaacs \$300
 - Books: \$1,059 (\$328 used, donated books. \$400 Aaron's new book)
 - Toys \$630
 - Child T- Shirts and engineer caps: \$230
 - Postcards, note cards and posters: \$139
 - Adult T-Shirts sold at a deep discount: \$100
 - Charters: \$1,000
 - Total child related sales (not including fares because the kids want to ride the Choo-choo, charters for kids birthday parties and candy) : Nearly \$1,000
 - Including the \$400 in book sales from Aaron's new book that have been sold in the station the total proceeds from the sale of his new book is over \$2,700.
- **ESL**
 - Since the beginning of the ESL season ESL has sold \$595 in merchandise, averaging \$25 in sales per day. The most popular items have been kid's books, the 1300 Christmas Ornament and kids engineer hats

ENGINEERING

- Track maintenance – checked track bolts and spikes over about half of the CHSL line in May. The work crew included Mike Doyle, Ben Porter, Steve McCulloch, and Mike Brenner. Also identified some areas with bad ties where we plan to install gauge bars, pending the renewal of the ties
- Speeder shed switch. Work progressing well
- CHSL carbarn brick work. Dennis Stephens is soliciting bids to repave area in front of carbarn

V. SPECIAL EVENTS

- Night Owl Service. June event had lower than desired ridership possibly due to cool weather. Second event planned for Aug 5

VI. PROPOSAL – YEARS OF SERVICE BADGE COLORS

Current situation:

- Member badges are color coded based on years of service
- Member's number of years is tracked and new badge issued. This is proving to be very challenging

Proposal

- Member badges color coding to reflect a range of years when a member began to volunteer

- Badge color does not change over time until a member reaches a major milestone, i.e., 20, 25, 30+ years of service

Impact

- Public is similar
- Reduces administrative burden

Ridership Summary

	May	June	July	Aug	Sep	Oct	Nov	Total
2017	586	768						
2016	493	781	1216	909	887	1151	1656	7093
2015	632	715	976	841	795	1095	1407	6461
2014	421	481	1100	767	799	1641	1186	6395
2013	434	654	1152	1012	553	1471	1266	6542

New Volunteers

ESL graduated three new volunteers who have now entered regular service. While this is down from recent years, we continue to fill a three person crew for most of our regular schedule.

Foreman Promotions

Greg Thomas and Larry Kappel have been promoted to foreman. In their first two seasons, they have been one of our most consistent and safety conscious volunteers. Their promotion to foreman is a welcome addition.

Ridership

Ridership has been consistent with the past two years. Our first Storytime Trolley of the year saw a slight drop-off, but the upcoming event with Belinda Jensen should have strong numbers. Our first Streetcar Adventure was held in June and was a resounding success for all involved.

Concrete Installation

The concrete floor installation and loading platform at Water St has been completed. Our biggest challenge at this point is keeping the floor clean from oil. Thanks to Pat Kriske for overseeing the project and Jim Kertzman / Scott Heiderich for spending the night on the streetcars while the floor cured!

Concerns were raised by the City of Excelsior regarding car traffic entering Gary’s garage and mistaking our new concrete loading platform as an entrance to the trail. We moved a city park bench from the ticket booth area to our loading platform to prevent this from occurring and notified the city. The city approved of the change.

Electrical Work

Electrical upgrade has been completed. The changes will greatly improve the lighting both inside and outside the car barn. This in turn will improve lighting for our car barn tours and the late-season ghost trolley event. Thanks to Pat Kriske for overseeing the project!

Maintenance

General maintenance work on TCRT 1239 and Duluth 78 is complete. Karl Jones has announced he will be moving out-of-town and won't be able to partake in weekly maintenance sessions at ESL. While his weekly presence will be missed, he has done an excellent job training the Sunday maintenance crew, who will continue on with Karl maintaining an advisory role.

Overhead Work

Overhead work is still pending at ESL in 2017. The overhead needs to be re-centered in several locations and poles need to be tensioned to previously installed back guy anchors.

Sandpits

There has been no progress on installing sandpits at ESL. The area of concern remains Old Excelsior Blvd, where the streetcar line abruptly ends next to a sidewalk and Old Excelsior Blvd. The Water St location is not as great of a concern as the rails are already covered in dirt and the relocation of the ticket booth has provided a small buffer.

Streetcar Camp

Plans for streetcar camp at ESL has been temporarily put on hold. The recommendation is for Denny Morrow to participate in Streetcar Camp at CHSL before bringing the event to ESL.

July Trail Closure

Trail access to the car barn will be closed for a couple weeks starting around July 19th while Center Point Energy performs work on their gas pipe. All ESL operating personal will be asked park at the old Lyman Lumber location. Parking in the Maynard's lot has been approved for restoration crew members only on Tuesday and Friday as long as they vacate the lot by 12 noon. Thanks for Dave McCollum for overseeing the project and Jim Kertzman for working out the parking details.

Miscellaneous

Dave McCollum held an optional workshop at ESL to provide deeper understanding of the inner workings of our streetcars. This was well received and we hope to see more!

Merchandise sales continue to be strong as Karen & Jim Kertzman continue to improve the display area and expand the items available for sale. Their efforts are having a big impact on our bottom line.

During Fourth of July operations, it was noted that more people were attracted to our Water St. loading area when the streetcar was present. Taking this as a cue, we are planning to bring out both streetcars during Crazy Days, with one streetcar being used as a static display at Water St. while the other makes regular runs. This is an experiment to see if the presence of a streetcar at Water St. during special events drums up more riders.

With electrical work complete, we plan to update the display area by installing a TV monitor and corkboard on the walls. Installation is being done by the Tuesday restoration crew and their help in sprucing up the display area is greatly appreciated. The purpose of these changes is to provide a more

dynamic display during car barn tours, where video and pictures can be periodically changed to keep things “fresh”. This is a work in progress...more details to come!

	Farmers	Sat	Sun	Charter	Story Time	Memorial	Labor	Forth	Crazy	Ryder	Apple	Ghost	Trick	North	Total
May	149	248	71	46		72									586
Jun	239	268	154	47	60										768
Jul															0
Aug															0
Sep															0
Oct															0
Nov															0
Total	388	516	225	93	60	72	0	0	0	0	0	0	0	0	1354

Name	Hours	Comments
Kertzman, Karen	29	Volunteers with empty hours have not operated in 2017. At least one of these volunteers had a shift cancelled due to power outage.
Kertzman, Jim	18.5	
Thomas, Gregory	6	
Neitzel, Ronald	9	
Dulebohn, Tom	17	
Kappel, Larry	34	
McCollum, David	18	
Gephart, Tim	6	
Holz, Richard	10	
Phleger, Gary	12	
Love, Elaine	10.5	
Crain, Tim	7	
Morrow, Denny		
Kobs, R. Bruce	16	
Frederickson, Steven	4	
Ersbo, Jeff	7	
Warner, Terry	3	
Vogt, Tom	10	
Spear, Ted	10	
Buck, Mike	3	
Krysinski, Brian	3	
Storlie, Jeff		
Anderson, Jeff		
Anding, Chuck	5	
Brothen, Mark	8	
Werner, Eric	3	
Bender, Todd	3.5	
Graham, Bill		
Schnorr, Trudy	2	
Helde, Mike		
Kirsch, Jason		
Jones, Karl		
Vaitkunas, Jim	6	
Total	260.5	

MN STREETCAR MUSEUM

BOD MEETING 7/9/17

TREASURER'S REPORT

1. Quarter 1 Report – Profit and Loss report and Cash Balances report

2. Cash Balances at 6/30/17:

a. TCF Checking:	\$11,579.26
b. TCF Money Market:	\$186,877.91
c. PayPal:	\$490.10
d. Firefly Credit Union:	\$90,859.57
TOTAL:	\$289,806.84

3. 2017 Cash Budget:

a. Beginning Cash Balance:	\$336,439
b. Closing Cash Balance (12/31/17)	\$234,709

Minnesota Streetcar Museum Inc.
Profit & Loss Budget vs. Actual
January through March 2017

	<u>Jan - Mar 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4010 Contributions-Unrestricted				
4011 · Donations Box	0.00	0.00	0.00	0.0%
4012 · Contributions-Unrestricted	1,035.00	1,000.00	35.00	103.5%
4010 Contributions-Unrestricted - Other	2,153.05			
Total 4010 Contributions-Unrestricted	<u>3,188.05</u>	<u>1,000.00</u>	<u>2,188.05</u>	<u>318.81%</u>
4020 Contributions-Temp. Restr.				
4026 · Truck Rebuild	32,080.00	9,000.00	23,080.00	356.44%
Total 4020 Contributions-Temp. Restr.	<u>32,080.00</u>	<u>9,000.00</u>	<u>23,080.00</u>	<u>356.44%</u>
4110 Passenger Fares				
4111 · Tokens	0.00	0.00	0.00	0.0%
4112 · Season Passes	0.00	0.00	0.00	0.0%
4119 · Cash Over/Short	0.00	0.00	0.00	0.0%
Total 4110 Passenger Fares	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
4120 Charters	0.00	0.00	0.00	0.0%
4130 Special Events/Revenue				
4130a · Vinternatt	0.00	0.00	0.00	0.0%
4136 · Pumpkin Patch Fares Revenues				
4137 · Pumpkin Patch - Pumpkin Sales	0.00	0.00	0.00	0.0%
4136 · Pumpkin Patch Fares Revenues - Other	0.00	0.00	0.00	0.0%
Total 4136 · Pumpkin Patch Fares Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
4134 · Streetcar Camp	49.00	0.00	49.00	100.0%
4131 · Ghost Trolley	0.00	0.00	0.00	0.0%
4132 · PJ/Storytime/Trick'RTrolley	0.00	0.00	0.00	0.0%
4133 · Christmas Trolley	0.00	0.00	0.00	0.0%
Total 4130 Special Events/Revenue	<u>49.00</u>	<u>0.00</u>	<u>49.00</u>	<u>100.0%</u>

Minnesota Streetcar Museum Inc.
Profit & Loss Budget vs. Actual
January through March 2017

	<u>Jan - Mar 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
4150 Merchandise Sales				
4151 · Taxable Sales	1,884.82	600.00	1,284.82	314.14%
4152 · Non-Taxable Sales	0.00	0.00	0.00	0.0%
4159 · Sales Tax Expense	-138.14	-45.00	-93.14	306.98%
Total 4150 Merchandise Sales	<u>1,746.68</u>	<u>555.00</u>	<u>1,191.68</u>	<u>314.72%</u>
4160 Member Dues	4,043.58	2,925.00	1,118.58	138.24%
4190 Other				
4191 · Interest Income	79.34	100.50	-21.16	78.95%
4192 · Photograph Reproduction & Use	30.00			
4197 · Miscellaneous Income	156.01			
Total 4190 Other	<u>265.35</u>	<u>100.50</u>	<u>164.85</u>	<u>264.03%</u>
Total Income	<u>41,372.66</u>	<u>13,580.50</u>	<u>27,792.16</u>	<u>304.65%</u>
Gross Profit	41,372.66	13,580.50	27,792.16	304.65%
Expense				
6035 · Computer Equipment & Software	2,155.04	1,330.00	825.04	162.03%
5100 Repairs and Maintenance				
5110 Roadway Track & Overhead	0.00	0.00	0.00	0.0%
5120 Buildings and Grounds	70.90	0.00	70.90	100.0%
5130 Streetcars	216.13	1,965.00	-1,748.87	11.0%
5190 Shop Tools & Supplies	1,496.36	2,260.00	-763.64	66.21%
Total 5100 Repairs and Maintenance	<u>1,783.39</u>	<u>4,225.00</u>	<u>-2,441.61</u>	<u>42.21%</u>
5200 Operations				
5210 Electricity for Power	1,367.18	1,120.73	246.45	121.99%
5220 Permits & Licenses	130.00	50.00	80.00	260.0%
5290 Special Events				

Minnesota Streetcar Museum Inc.
Profit & Loss Budget vs. Actual
January through March 2017

	<u>Jan - Mar 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5299 · Vinternatt Expense	0.00	0.00	0.00	0.0%
5298 · Pumpkin Patch Expenses	0.00	0.00	0.00	0.0%
5297 · Musical Trolley	0.00	0.00	0.00	0.0%
5294 · Streetcar Camp Expense	0.00	0.00	0.00	0.0%
5291 · Ghost Trolley	0.00	0.00	0.00	0.0%
5292 · Christmas Trolley	0.00	0.00	0.00	0.0%
5293 · PJ/Storytime/Trick'RTrolley	0.00	0.00	0.00	0.0%
Total 5290 Special Events	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Total 5200 Operations	1,497.18	1,170.73	326.45	127.88%
5300 Insurance				
5310 Liability	9,613.82	350.00	9,263.82	2,746.81%
5320 Property	0.00	0.00	0.00	0.0%
5330 Streetcars	0.00	0.00	0.00	0.0%
Total 5300 Insurance	<u>9,613.82</u>	<u>350.00</u>	<u>9,263.82</u>	<u>2,746.81%</u>
5400 Utilities				
5410 Electricity for Light	101.85	111.10	-9.25	91.67%
5420 Natural Gas for Heat	679.51	554.83	124.68	122.47%
5430 Water & Sewer	65.07	248.65	-183.58	26.17%
5470 Security System	744.00	500.00	244.00	148.8%
Total 5400 Utilities	<u>1,590.43</u>	<u>1,414.58</u>	<u>175.85</u>	<u>112.43%</u>
5600 · Exhibits/Photographs				
5601 · Exhibit Items Purchased	274.90	175.00	99.90	157.09%
Total 5600 · Exhibits/Photographs	<u>274.90</u>	<u>175.00</u>	<u>99.90</u>	<u>157.09%</u>
5700 Printing & Reproduction	0.00	525.00	-525.00	0.0%
5800 Merchandise Cost	739.23	1,500.00	-760.77	49.28%
5900 · Genl. Supt. Contingencies	0.00	50.00	-50.00	0.0%

Minnesota Streetcar Museum Inc.
Profit & Loss Budget vs. Actual
January through March 2017

	<u>Jan - Mar 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6010 Professional Services	0.00	0.00	0.00	0.0%
6020 Telephone				
6021 · Telephone	552.84	599.95	-47.11	92.15%
Total 6020 Telephone	<u>552.84</u>	<u>599.95</u>	<u>-47.11</u>	<u>92.15%</u>
6030 Office Supplies				
6131 · Cash Register Expense	0.00	0.00	0.00	0.0%
6030 Office Supplies - Other	41.64	150.00	-108.36	27.76%
Total 6030 Office Supplies	<u>41.64</u>	<u>150.00</u>	<u>-108.36</u>	<u>27.76%</u>
6040 Postage	0.00	450.00	-450.00	0.0%
6050 Assn Dues & Subscriptions	299.00	383.00	-84.00	78.07%
6060 Membership Publications	1,533.20	2,500.00	-966.80	61.33%
6070 Meetings/Travel	8,000.00	0.00	8,000.00	100.0%
6090 Other				
6094 · PayPal Refund/Svc Fees	9.72	50.00	-40.28	19.44%
6093 · Credit Card Service Charge	227.88	265.00	-37.12	85.99%
6091 · Interest	0.00	7.50	-7.50	0.0%
6092 · Bank Service Charges	14.85	36.00	-21.15	41.25%
Total 6090 Other	<u>252.45</u>	<u>358.50</u>	<u>-106.05</u>	<u>70.42%</u>
8400 · Depreciation expense				
8450 · Depreciation - Buildings	4,857.56	4,278.00	579.56	113.55%
8460 · Depreciation - Track & Overhead	4,759.86	3,176.25	1,583.61	149.86%
Total 8400 · Depreciation expense	<u>9,617.42</u>	<u>7,454.25</u>	<u>2,163.17</u>	<u>129.02%</u>
Total Expense	<u>37,950.54</u>	<u>22,636.01</u>	<u>15,314.53</u>	<u>167.66%</u>
Net Ordinary Income	<u>3,422.12</u>	<u>-9,055.51</u>	<u>12,477.63</u>	<u>-37.79%</u>
Net Income	<u><u>3,422.12</u></u>	<u><u>-9,055.51</u></u>	<u><u>12,477.63</u></u>	<u><u>-37.79%</u></u>

CASH BALANCES REPORT

January to March, 2017

		December 31, 2016				March 31, 2017
	Sub-account Allocations	Beginning Balance	Receipts	Payments	Transfers	Ending Balance
CASH ALLOCATIONS						
Unrestricted		71,282.65	5,954.79	(28,333.12)	(12,505.90)	36,398.42
General Track Maint Reserve (5% of Revenue)		24,337.00	-	-	2,068.63	26,405.63
General Reserve (10% of Revenue)						
CHSL Fence Installation		6,980.00	-	-	-	6,980.00
Carbarn Angle Iron Replacement		-	-	-	-	-
Unallocated General Reserve		95,029.00	-	-	4,137.27	99,166.27
General Reserve Total		102,009.00	-	-	4,137.27	106,146.27
Specific Project Reserves						
Carhouse Expansion	-	-	-	-	-	-
Winona 10 Restore	-	1,700.00	-	(186.92)	-	1,513.08
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	-	(38,377.20)	-	62,422.80
1239 Truck Rebuild	-	2,100.00	31,980.00	-	-	34,080.00
Specific Reserve Total	-	118,830.00	31,980.00	(38,564.12)	-	112,245.88
ESL Improvements - Ittner Fund						
Concrete Pad at Water Street	-	-	-	-	2,800.00	2,800.00
Concrete Floor in Carbarn		18,000.00	-	-	3,500.00	21,500.00
Unallocated Ittner Fund	-	-	-	-	-	-
Ittner Fund Total	-	18,000.00	-	-	6,300.00	24,300.00
Total		334,458.65	37,934.79	(66,897.24)	-	305,496.20