

# MINNESOTA STREETCAR MUSEUM

## MINUTES

Board of Directors Meeting  
7:00 PM – Monday – June 27, 2022  
Computer Tele-Conference using Zoom Application  
Minneapolis, MN

Present:	John Dillery	Ben Franske	Dave French
	Chris Heck	Aaron Isaacs	Karen Kertzman
	Darel Leipold	Elaine Love	Jim Vaitkunas
Absent:	None		
Others Present:	Keith Anderson	Pat Cosgrove	Rod Eaton
	Bruce Gustafson	Jim Kertzman	Bill Pekarna
	Todd Bender		

The meeting of the Minnesota Streetcar Museum's Board of Directors was called to order by Board Chair **Aaron Isaacs** at 7:00 PM. The meeting was held using the Zoom web-based tele-conference application. Secretary **Vaitkunas** reported that at the beginning of this meeting a quorum was present.

The agenda for this meeting was approved with no changes or objection.

The minutes for the Board of Directors meeting held on March 24, 2022 was approved with no changes or objections.

Approval of Electronic Votes taken since the last Board meeting.

**MOTION:** Made by Elaine Love; Seconded by Dave French

The electronic motion and vote taken on April 23, 2022 to approve the MSM Fare and Charter Tariff is confirmed and approved.

**VOTE:** Yes – 9; No – 0 **Motion carried.**

**Board Chair's Report/Update.** Chair **Aaron Isaacs** stated that his comments will be short, but he does have several items to discuss.

1. The Board will have to consider in the not-too-distant future on which car needs to be moved from Excelsior to Como-Harriet: Duluth No. 78 or Winona No. 10. The factors that will lead to the move decision will depend on finishing the new tower car at CHSL and Winona 10 becoming operational after the repaired motor is installed and tested. There are several additional factors that have to be considered when the time comes, including the operational limitations of Winona No. 10 and whether the physical space in the ready barn can accommodate three streetcars. It may even require that an addition to the carbarn may be in order. In any event, this is an issue that the Board needs to be thinking about as the decision is such that the Board is the likely body to make such a decision.

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2. As reported at the Board meeting in February, MSM is investigating applying for Federal Community Project funds recently authorized by the US Congress. Each congressional district is authorized ten of these projects. We were told about this grant program by museum member **Dean Phillips**, US congressman from Minnesota's third congressional district. Two projects we'll propose is expansion of the Excelsior carbarn and a combined Park Board maintenance building and display carbarn at Como-Harriet. Park Board staff is cooperating on the project at CHSL. Chair **Isaacs** then displayed a drawing made by the Park Board staff of the proposed building which would be located at the current site of their maintenance building. **Isaacs** then described the plans and highlighted some of the features of the proposed building. The proposal is preliminary, and **Isaacs** has already proposed some changes to the first drawing produced by Park Board staff.
3. If the building ever gets built, **Isaacs** suggested two actions that MSM would need to accomplish: a) bring the Fargo & Moorhead St Rwy Birney body out of storage; and, b) get the Duluth lightweight car currently located in Solon Springs, Wisconsin.
4. We have recently recruited several younger members who are interested in being active in the areas of promotion/publicity and in period cosplay. The notable ones are **Leah Harp**, **Anja Curiskis** and new member **Kathy Barron**. **Isaacs** described some of the initiatives that these new younger members are proposing and that we should continue to encourage these newer members with ideas for activities.

**Treasurer's Report.** MSM Treasurer **Chris Heck** started off his presentation with a review of the FY 2022 profit and loss budget verses actual spreadsheet as of the end of May 2022, which he displayed on the screen (see attachment). He commented that the figure that everyone is interested in is account 4010 unrestricted donations which shows the bequest from MSM member **Gordon Geddes** of over \$130,000.

**Heck** then went down through the spreadsheet with comments on several individual items. He then commended the shop management team who historically seem to over budget their annual expenses. One item of note is the expenses for heating gas which is higher than in previous years because of the winter storm in Texas in early 2021. Concluding his remarks on MSM's current finances, **Heck** stated that overall, we are looking good financially.

Chair **Isaacs** then commented that one expense that we need to plan for in for the next 3-5 years is the replacement of the Excelsior carbarn roof, considering that the roof is over 25 years old. There is also the possibility of hail damage to the roof shingles, and we should probably have the roof inspected to see if we need to file an insurance claim. **Isaacs** further commented that we should consider installing solar panels on the roof of the Excelsior carbarn. If we did that it would be necessary to have a new roof on the building.

Treasurer **Heck** then began the discussion of what we should do with some of the surplus funds we currently have deposited in several bank/credit union accounts. Based on past practice of the Board and recent Treasurers, **Heck** did not want to come to this

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meeting with suggestions to the Board on what MSM should do with this surplus. In the past, the Board had a very conservative approach to the museum's finances, but the Board has changed in the last 10-15 years so it's possible that the financial management direction might have changed. So, he is prepared to use this time to get some input from the Directors to get their thoughts on how we proceed with this surplus of funds.

Chair **Issacs** then requested that each Director give their thoughts on how MSM should proceed with managing the surplus funds, a large part of which is over \$130,000 bequest from deceased MSM member **Gordon Geddes** and the consensus was that we should remain conservative in managing the funds, but that MSM needs the help from a financial advisor who has experience with managing non-profit funds. Several Directors suggested that we contact certain individuals whom they know that have knowledge and experience in this area.

Member **Rod Eaton** then commented that the museum has two choices to manage these funds: an investment of some kind or an endowment. MSM should consider putting the funds into an endowment because there are many advantages in doing that. Having an endowment gives the museum stability and establishing an endowment gives the museum credibility because it shows potential donors that we are committed to our mission long-term and we understand the importance of sustaining the museum. The point to ponder is how conservative does MSM want to be when investing the funds. We certainly want to be conservative but there are degrees of conservative investing. The main point we need to think about is diversity of our investment. That's why consulting with a financial manager is important for the museum.

Treasurer **Chris Heck** asked **Eaton** what he meant by stating that an endowment would give the museum credibility. **Eaton** replied that most solid non-profits have an endowment and when a major donor or a governmental entity researches our museum for a donation or grant, having an endowment demonstrates sound financial planning and that the museum's leadership has planned for the museum's long-term future. The downside to an endowment is that the funds are not readily available for immediate use. Since the unforeseen bequest is a windfall for MSM, why not do something special with the bequest and maybe put in some extra money along with the bequest. The museum should also include donating to the endowment in our annual appeal.

Director **Dave French** asked if Mr. **Geddes** attached any conditions to the bequest. Chair **Issacs** responded that he did not.

Treasurer **Heck** gave a quick run-down on the current financial status of MSM. With Mr. **Geddes'** bequest, we'll have around \$480,000 in cash assets with roughly \$124,000 earmarked for Capital projects leaving about \$355,000 in unallocated funds. **Heck** then commented that he has three basic concerns and comments:

1. First, **Heck** is uneasy that an endowment will inhibit ready access to the funds and while he understands what **Rod Eaton** has said, it's unclear to him the advantages of having an endowment. He also commented that MSM's bylaws states that the MSM

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Finance Committee is responsible for managing the museum's investments and the committee should investigate the options for investing the funds and come back to the Board with some options or recommendations.

2. Second, the Board needs to establish an upper amount for investing the funds because it's possible that the investment advisors the Finance Committee talks to may have a minimum investment requirement before they can discuss anything.
3. Finally, **Heck** stated that the that the Finance Committee will need to consider critically and carefully the fee structure that any finance advisor will charge for their services.

Chair **Isaacs** then summarized what he feels is the consensus among the Directors.

1. That the museum should invest the funds;
2. That the museum should consult with an investment advisor; and,
3. That the museum should set aside the amount of at least \$200,000 to invest.

Chair **Isaacs** then commented that the Finance Committee needs some direction before they proceed with their research, especially regarding with whom they should consult. There are two suggested financial advisors known by two individuals at this meeting. Are two enough or should we get a third advisor? Heck commented that it seems all agree that three advisors seems to be a good number and he will set-up meetings with them via virtual meetings where the Finance Committee can get their recommendations.

Director **Elaine Love** commented that the Finance Committee and the Board needs to establish an investment policy stating the goals and limitations when we invest funds so that down the road if someone suggests some other kind of investment, the committee and Board can refer to the policy to ensure any future investment suggestion follows that policy.

**General Superintendent's Report.** Before General Superintendent **Bruce Gustafson** began his report, Chair **Isaacs** commended him for the very comprehensive reports that **Gustafson** submits prior to the Board meetings. They are very useful and illustrative to both **Isaacs** and the Directors. Gustafson's report is attached to these minutes.

**Gustafson** started by giving a summary of the status of Operating personnel during 2022 for both railways as shown on the visual attached to these minutes. Comparing the 2022 numbers with the pre-pandemic 2019 numbers revealed that the numbers of operating personnel has not changed to a great degree.

**Gustafson** then reviewed ridership statistics for 2022 so far. These numbers are shown on the attached document. Comparing statistics for 2022 versus 2019, it appears that ridership is up around ten percent (10%) although with the increase in the number of operating shifts, the "rider per trip" passenger count is probably lower than in 2021.

**Gustafson** then commended the shop crew for their quick response to several mechanical issues that occurred on both operating cars at CHSL. Their timely work resulted in only minimal impact on the operating schedule which is noteworthy. Chair **Isaacs** then asked **Karen Kertzman** how ridership is looking at ESL this year. She replied that ridership is twenty percent (20%) lower compared to the same time period in 2019.

**Gustafson** commented that it appears that the ridership levels between 2021 and 2022 shows an increase but compared to 2019 it'll likely be lower overall. It was recently reported that the passenger count for some recent shifts showed a promising increase, but we'll really have to wait to see if the passenger count returns to pre-Covid levels.

**ESL Superintendent's Report. Todd Bender** stated that he didn't have anything to report because all the information on ESL is contained in **Gustafson's** report to the Board. He also commended **Gustafson** for the excellent reports.

**Chief Mechanical Officer's Report. Dick Zawacki** reported the following.

- **Zawacki** heaped praise on the CHSL shop crew for the great response and work they did recently to keep the operating cars at CHSL running when they experienced numerous mechanical problems. What's unusual this year is the number of types of problems that happened to both cars at CHSL, with no real explanation for why all these problems occurred at the same time.
- At ESL, there have been no issues with the mechanical status of the cars there. No. 78 is ready for service and recertification should begin as soon as the work on the trail is finished.
- Work on the motor for Winona No. 10 continues and was described by Zawacki. We hope that the motor will be returned sometime in late August 2022 and it's likely Winona No. 10 will be ready for operations in 2023.
- Also at ESL, work continues on Mesaba No. 10. The interior has been mostly cleared of the stuff that was stored in it. Work on the trucks continues so that the car can be mobile and moved from track #3 so that the track can be relocated and concrete poured on track #3.

**Chief Engineer's Report. Keith Anderson** reported that the major project to install a fiber-optic cable from the Linden Hills station to the Isaacs carbarn has not moved forward. He had been in Contact with a local group who showed interest in coordinating and doing the work, but the group did not follow-up on their interest. **Anderson** stated that he'll follow-up with the group's contact in about a week when he returns to Minneapolis. **Anderson** then described plans for track work that will be done in the fall including replacing some railroad ties.

Director **John Dillery** then asked about the maintenance of the spring switches and **Anderson** replied that that has been done.

Chair **Isaacs** reported that MSM member **Louis Hoffman** plans to organize an Eagle Scout project to paint the railings at CHSL's pedestrian underpass in the correct TCRT dark green color. The Eagle Scouts also plan to instal the yellow stops signs at 42<sup>nd</sup> Street.

**Superintendent of Training Report. Bill Pekarna** rendered the following report.

- This year's training is about to wrap-up. Initially 32 people expressed interest in operating our streetcars and 22 people started phase 1 training. Eight people at CHSL have completed training with 1 at ESL. There are still several who are in training.

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- The big surprise is the number of ticket booth agents who were trained at ESL and several more at CHSL who will staff the depot or the ticket booth.

**Pekarna** then stated that we need a procedure for stopping the car in an emergency when the air brakes fail. Discussion ensued on several aspects of the problem. Chair **Isaacs** directed that a designated person on the maintenance team conduct a test with **Pekarna** to determine the safe way stop a car using the controller with the goal of establishing a formal procedure for use in training new people as well as current operating personnel. **Pat Cosgrove** suggested that after the procedure is final, all operating personnel should practice it either before or after a shift to they can become familiar with the procedure. Chair **Isaacs** stated that we should wait until the shop folks come up with a procedure before we agree to do that, and he agreed that we need to educate the Operators on the procedure at some point.

**Other Business.**

Chair **Isaacs** then reported that **Mary** and **Ben Porter** have proposed that the garden at the Linden station be certified by the Hennepin County Master Gardener organization so a designated master gardener can volunteer in our museum's garden at Lake Harriet. A master gardener has a requirement to do 25 hours of volunteer work each year for a non-profit organization, but the garden must be approved for that. **Isaacs** will work with **Mary Porter** to get our garden be certified so the Hennepin County master Gardeners can help Ben and Mary with maintaining our garden.

Chair **Isaacs** briefed the Directors on the situation regarding an Operations Department volunteer. The new Operator has autism spectrum and **Isaacs** has been discussing the volunteer with **Leah Harp** who is familiar with this condition. **Leah Harp** recommended that MSM amend its code of conduct to include specific instructions for a volunteer with autism spectrum. **Isaacs** then stated that the decision at this board meeting is whether the board should be involved or can we delegate the process of issuing the instructions to the General Superintendent.


- **Treasurer Heck** commented that a policy should be written in general terms but that a specific set of detailed instructions should not be included in a policy. **Heck** feels that this should fall within the duties of the General Superintendent.
- Director **Dillery** responded that he agrees with what **Heck** said but he also thinks that having a set of written guidelines along the lines proposed by **Leah Harp** makes sense for everyone, particularly for those whose social skills are less than perfect.
- Secretary **Vaitkunas** commented that if the problem rests with a single individual, then whatever written document comes out of this should be directed towards that volunteer, rather than making it an across-the-board document that pertains to all volunteers in MSM. Current policy on volunteer behavior is contained in MSM Policy #1 and while perhaps general in nature is sufficient for all of the volunteers in MSM. **Vaitkunas** also felt that the procedure document should be issued by the General Superintendent.

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- **Rod Eaton** commented that the procedure should come from the General Superintendent, but he feels that a general list of acceptable behavior and “how to’s” should be written for all our volunteers, not just specifically for Nick. All our volunteers could benefit from guidelines on how to best treat our guests. As an example, **Eaton** said that in retail business, employees are trained on how to treat their guests. Most of our volunteers do not work in retail so they don’t know these specific skills and practices.

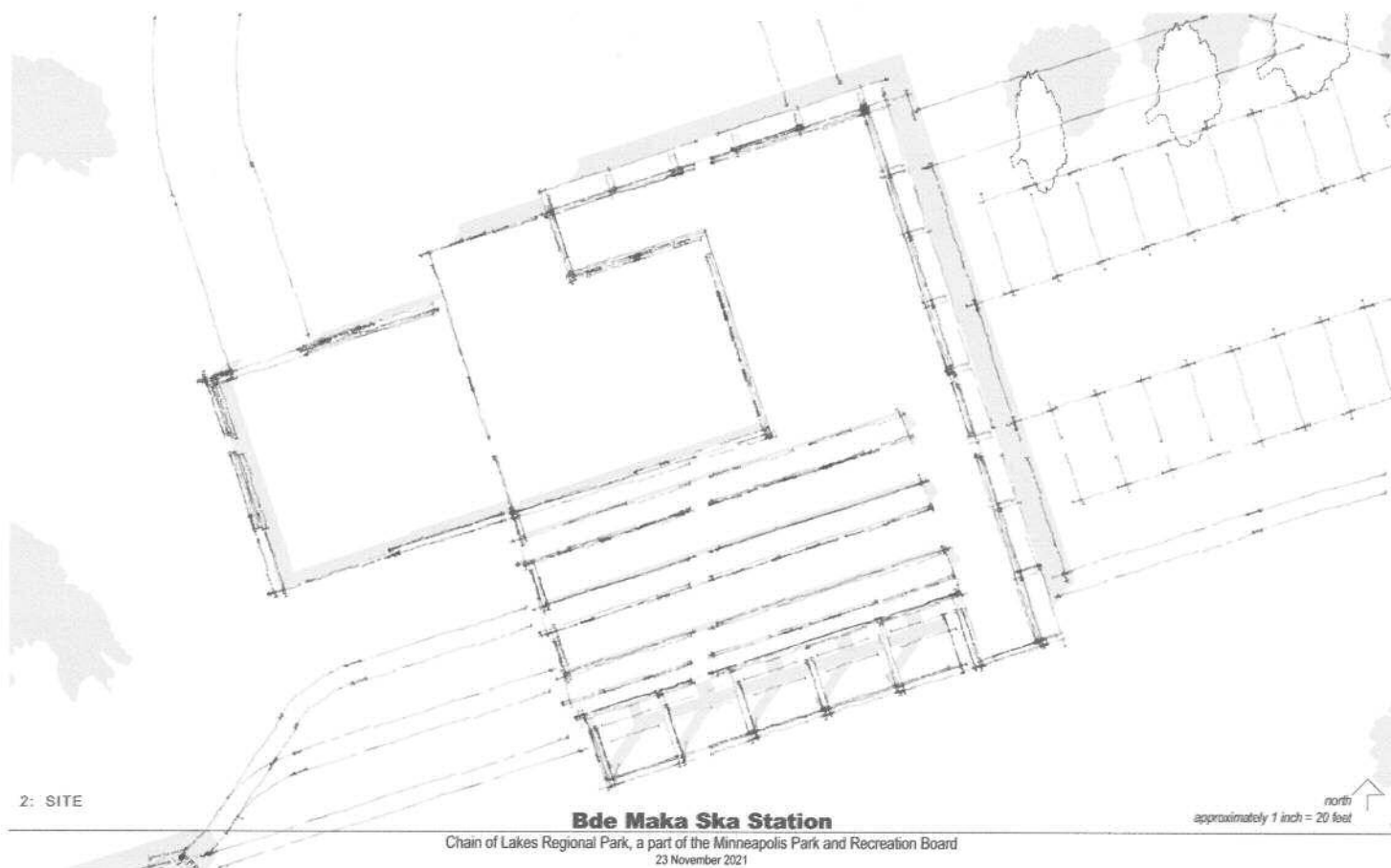
Chair **Isaacs** then asked for a show of hands of those who agree that this issue should be handled by the General Superintendent as a procedure document and not a policy document. The Directors agreed with this would be handled by the General Superintendent as a procedure.

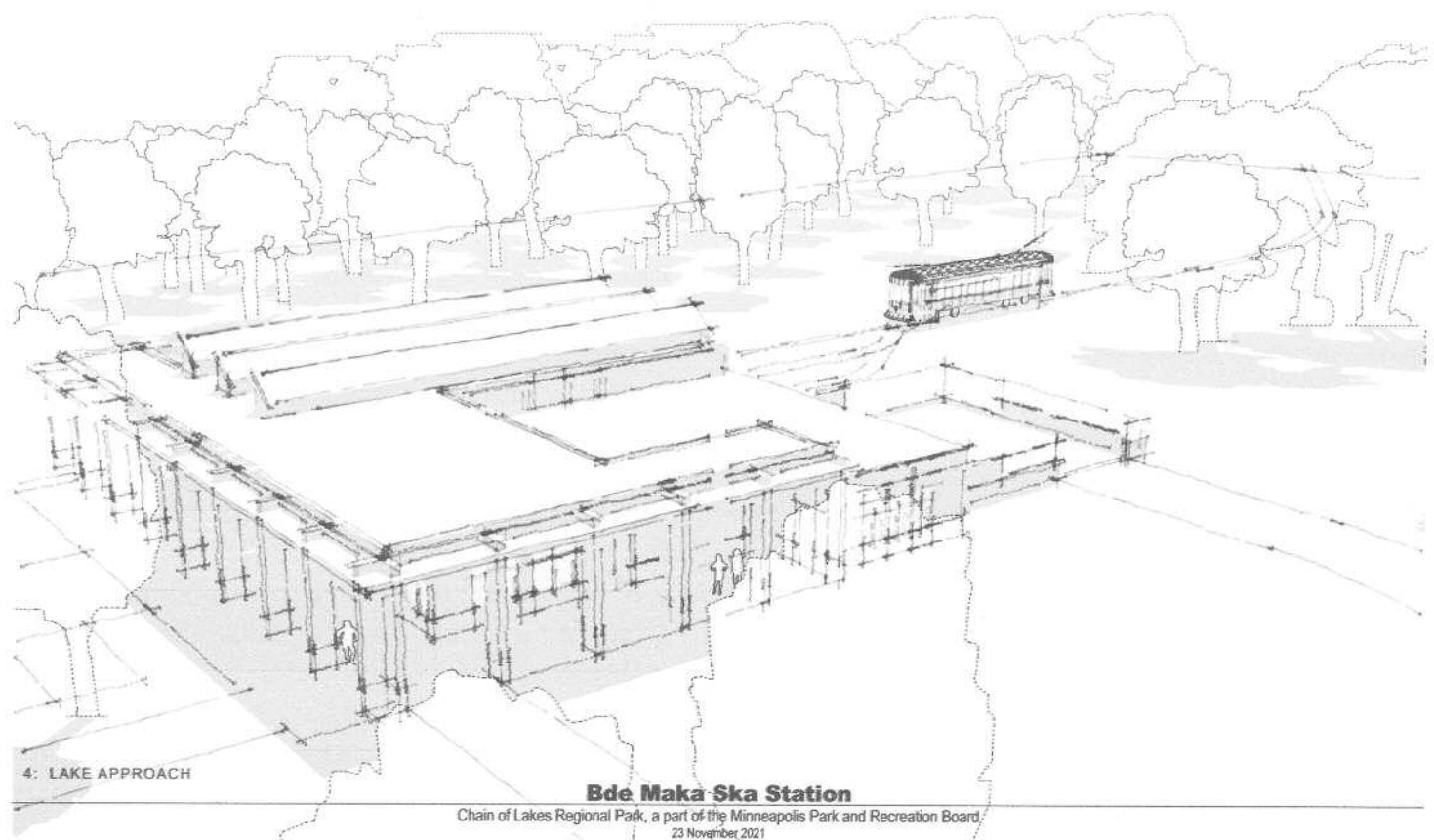
Adjournment. The meeting adjourned at 8:25 PM.

  
James A. Vaitkunas  
Corporate Secretary

Attachments

- 1 Proposed Lake Bde Ma Ka Ska combined MSM and Park Board building
2. FY 2022 MSM Profit and Loss report by class
3. MSM Balance Sheet
4. General Superintendent’s report



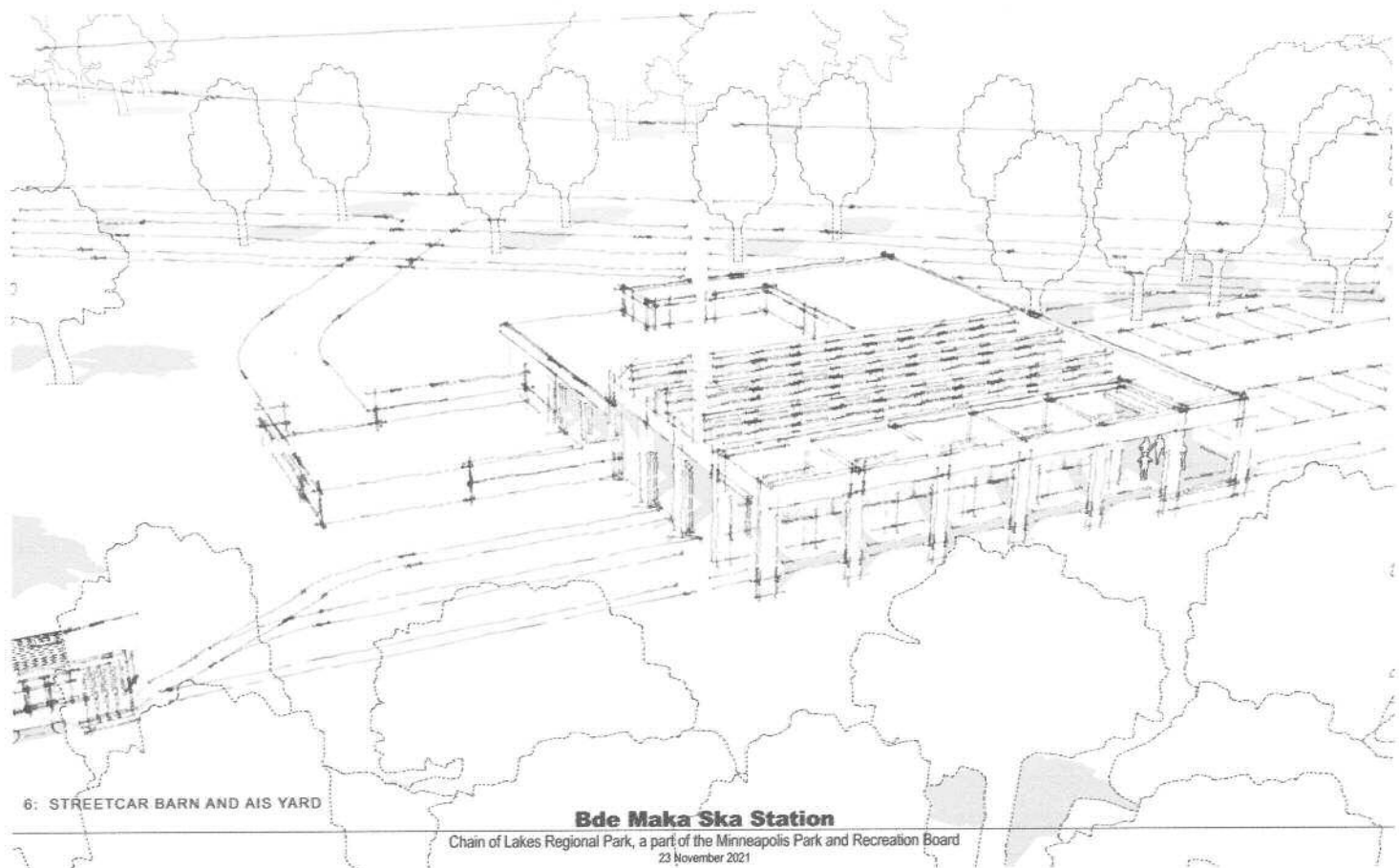




5: STREETCAR STATION

### **Bde Maka Ska Station**

Chain of Lakes Regional Park, a part of the Minneapolis Park and Recreation Board  
23 November 2021



6: STREETCAR BARN AND AIS YARD

### **Bde Maka Ska Station**

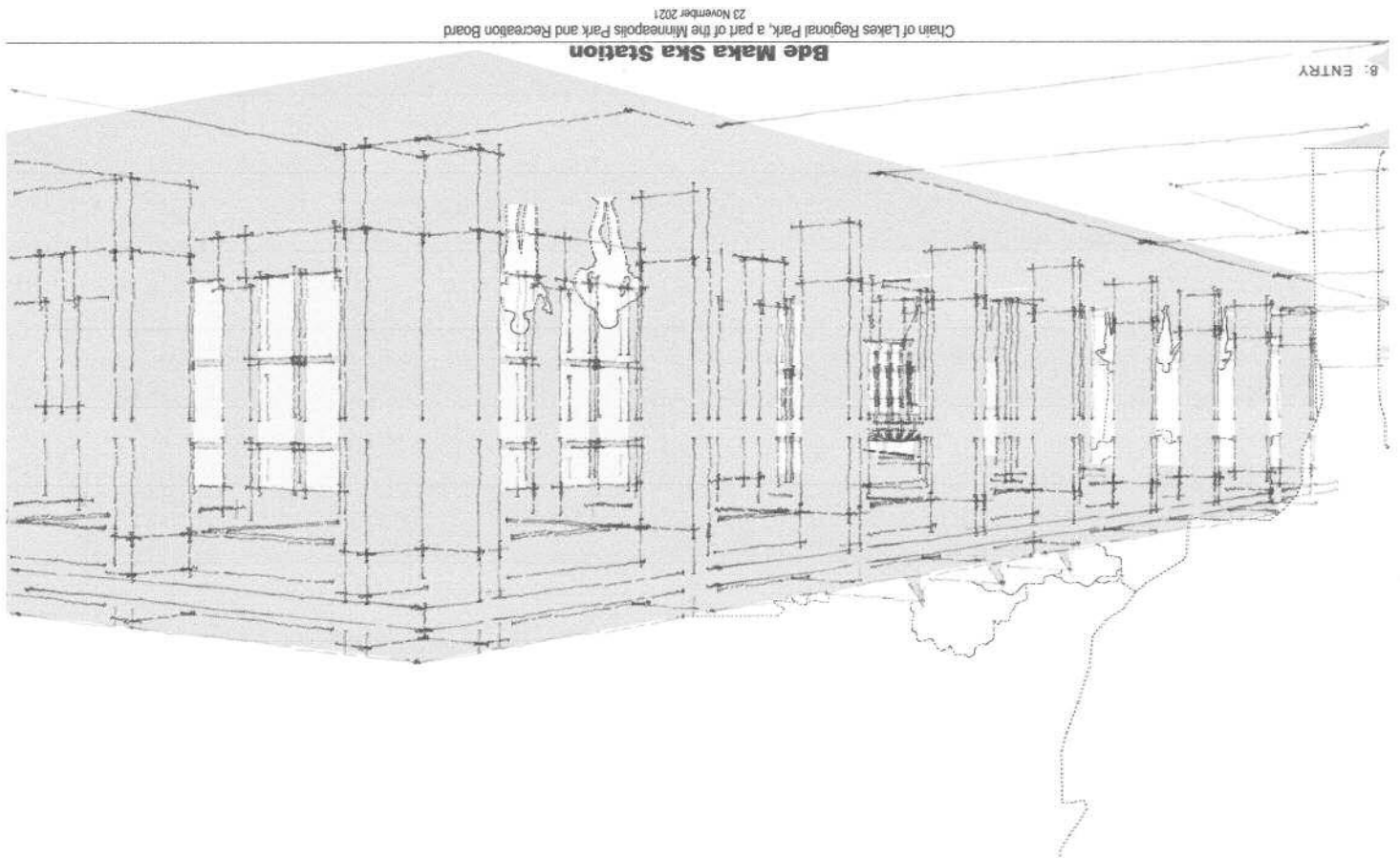
Chain of Lakes Regional Park, a part of the Minneapolis Park and Recreation Board  
23 November 2021



7: MUSEUM

### Bde Maka Ska Station

Chain of Lakes Regional Park, a part of the Minneapolis Park and Recreation Board  
23 November 2021



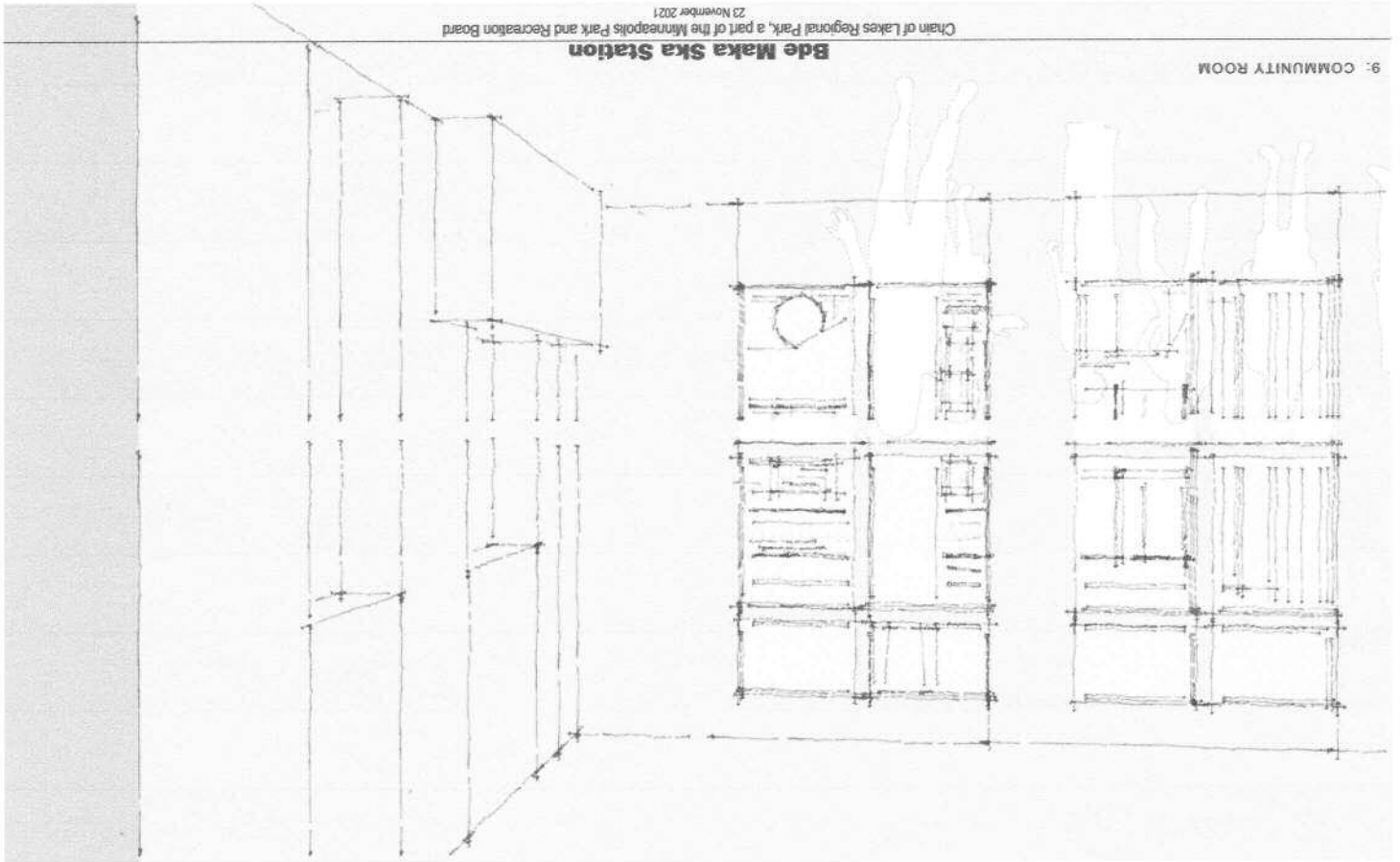
8: ENTRY

### Bde Maka Ska Station

Chain of Lakes Regional Park, a part of the Minneapolis Park and Recreation Board  
23 November 2021

**Bde Maka Ska Station**

Chain of Lakes Regional Park, a part of the Minneapolis Park and Recreation Board  
23 November 2021



**Minnesota Streetcar Museum**  
**Budget vs. Actuals: 2022 MSM Budget - FY22 P&L Classes**  
January - May 2022

	10 CHSL				20 ESL				30 MSM				TOTAL			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income																
4010 Contributions - Unrestricted			0.00				0.00		141,634.28	25,000.00	116,634.28	566.54%	141,634.28	25,000.00	116,634.28	566.54%
4020 Contributions - Restricted			0.00				0.00		2,200.00		2,200.00		2,200.00	0.00	2,200.00	
4110 Passenger Fares			0.00				0.00				0.00		0.00	0.00	0.00	
4111 Tokens	3,849.00	30,000.00	-26,151.00	12.83%	957.00	5,000.00	-4,043.00	19.14%			0.00		4,806.00	35,000.00	-30,194.00	13.73%
4112 Season Passes	1,629.50	4,000.00	-2,370.50	40.74%	122.50	130.00	-7.50	94.23%			0.00		1,752.00	4,130.00	-2,378.00	42.42%
4119 Cash Over/Short			0.00				0.00			-100.00	100.00	0.00%	0.00	-100.00	100.00	0.00%
Total 4110 Passenger Fares	\$ 5,478.50	\$ 34,000.00	-\$ 28,521.50	16.11%	\$ 1,079.50	\$ 5,130.00	-\$ 4,050.50	21.04%	\$ 0.00	-\$ 100.00	\$ 100.00	0.00%	\$ 6,558.00	\$ 39,030.00	-\$ 32,472.00	16.80%
4120 Charters	1,635.00	5,000.00	-3,365.00	32.70%		1,000.00	-1,000.00	0.00%	95.00		95.00		1,730.00	6,000.00	-4,270.00	28.83%
4130 Special Events	525.00	22,690.00	-22,165.00	2.31%		8,600.00	-8,600.00	0.00%			0.00		525.00	31,290.00	-30,765.00	1.68%
4150 Merchandise Sales			0.00				0.00				0.00		0.00	0.00	0.00	
4151 Taxable Sales	1,895.50	9,000.00	-7,104.50	21.06%	596.00	1,500.00	-904.00	39.73%			0.00		2,491.50	10,500.00	-8,008.50	23.73%
4152 Non-Taxable Sales	276.50	1,000.00	-723.50	27.65%		100.00	-100.00	0.00%			0.00		276.50	1,100.00	-823.50	25.14%
4159 Sales Tax Expense		-900.00	900.00	0.00%		-150.00	150.00	0.00%	-920.59		-920.59		-920.59	-1,050.00	129.41	87.68%
Total 4150 Merchandise Sales	\$ 2,172.00	\$ 9,100.00	-\$ 6,928.00	23.87%	\$ 596.00	\$ 1,450.00	-\$ 854.00	41.10%	-\$ 920.59	\$ 0.00	-\$ 920.59		\$ 1,847.41	\$ 10,550.00	-\$ 8,702.59	17.51%
4160 Member Dues			0.00				0.00		7,550.00	13,000.00	-5,450.00	58.08%	7,550.00	13,000.00	-5,450.00	58.08%
4190 Miscellaneous Income			0.00				0.00		155.00	700.00	-545.00	22.14%	155.00	700.00	-545.00	22.14%
4191 Interest Income			0.00				0.00		40.64	750.00	-709.36	5.42%	40.64	750.00	-709.36	5.42%
Total Income	\$ 9,810.50	\$ 70,790.00	-\$ 60,979.50	13.86%	\$ 1,675.50	\$ 16,180.00	-\$ 14,504.50	10.36%	\$ 150,754.33	\$ 39,350.00	\$ 111,404.33	383.11%	\$ 162,240.33	\$ 126,320.00	\$ 35,920.33	128.44%
Gross Profit	\$ 9,810.50	\$ 70,790.00	-\$ 60,979.50	13.86%	\$ 1,675.50	\$ 16,180.00	-\$ 14,504.50	10.36%	\$ 150,754.33	\$ 39,350.00	\$ 111,404.33	383.11%	\$ 162,240.33	\$ 126,320.00	\$ 35,920.33	128.44%
Expenses																
5100 Repairs and Maintenance			0.00				0.00				0.00		0.00	0.00	0.00	
5110 Engineering (Track & Overhead)		1,200.00	-1,200.00	0.00%		1,500.00	-1,500.00	0.00%			0.00		0.00	2,700.00	-2,700.00	0.00%
5120 Buildings and Grounds	781.85	1,200.00	-418.15	65.15%	207.84	1,950.00	-1,742.16	10.66%			0.00		989.69	3,150.00	-2,160.31	31.42%
5130 Streetcar Maintenance	1,956.44	14,800.00	-12,843.56	13.22%	2,366.58	5,700.00	-3,333.42	41.52%			0.00		4,323.02	20,500.00	-16,176.98	21.09%
Total 5100 Repairs and Maintenance	\$ 2,738.29	\$ 17,200.00	-\$ 14,461.71	15.92%	\$ 2,574.42	\$ 9,150.00	-\$ 6,575.58	28.14%	\$ 0.00	\$ 0.00	\$ 0.00		\$ 5,312.71	\$ 26,350.00	-\$ 21,037.29	20.16%
5200 Operations			0.00				0.00				0.00		0.00	0.00	0.00	
5220 Permits, Licenses, & Dues			0.00		250.00	500.00	-250.00	50.00%		225.00	-225.00	0.00%	250.00	725.00	-475.00	34.48%
5230 Volunteer Services			0.00				0.00		315.83	1,000.00	-684.17	31.58%	315.83	1,000.00	-684.17	31.58%
5290 Special Events	4.98	4,900.00	-4,895.02	0.10%		500.00	-500.00	0.00%			0.00		4.98	5,400.00	-5,395.02	0.09%
Total 5200 Operations	\$ 4.98	\$ 4,900.00	-\$ 4,895.02	0.10%	\$ 250.00	\$ 1,000.00	-\$ 750.00	25.00%	\$ 315.83	\$ 1,225.00	-\$ 909.17	25.78%	\$ 570.81	\$ 7,125.00	-\$ 6,554.19	8.01%
5300 Insurance			0.00				0.00		10,471.94	11,000.00	-528.06	95.20%	10,471.94	11,000.00	-528.06	95.20%
5400 Utilities			0.00				0.00				0.00		0.00	0.00	0.00	
5410 Electricity			0.00				0.00		2,385.43	6,500.00	-4,114.57	36.70%	2,385.43	6,500.00	-4,114.57	36.70%
5420 Natural Gas			0.00				0.00		1,745.12	1,750.00	-4.88	99.72%	1,745.12	1,750.00	-4.88	99.72%
5430 Water & Sewer			0.00				0.00		940.41	2,200.00	-1,259.59	42.75%	940.41	2,200.00	-1,259.59	42.75%
5470 Security System			0.00				0.00		950.94	2,900.00	-1,949.06	32.79%	950.94	2,900.00	-1,949.06	32.79%
Total 5400 Utilities	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00		\$ 6,021.90	\$ 13,350.00	-\$ 7,328.10	45.11%	\$ 6,021.90	\$ 13,350.00	-\$ 7,328.10	45.11%
5600 Exhibits & Archive Aquisition			0.00				0.00		279.09	500.00	-220.91	55.82%	279.09	500.00	-220.91	55.82%
5800 Merchandise Cost			0.00				0.00		3,885.76	5,000.00	-1,114.24	77.72%	3,885.76	5,000.00	-1,114.24	77.72%
6020 Phone & Internet			0.00				0.00		1,113.83	3,000.00	-1,886.17	37.13%	1,113.83	3,000.00	-1,886.17	37.13%
6030 Administrative Expenses			0.00				0.00		561.98	2,000.00	-1,438.02	28.10%	561.98	2,000.00	-1,438.02	28.10%
6035 Technology			0.00				0.00		1,328.17	2,700.00	-1,371.83	49.19%	1,328.17	2,700.00	-1,371.83	49.19%
6060 Membership Publications			0.00				0.00		5,219.20	8,900.00	-3,680.80	58.64%	5,219.20	8,900.00	-3,680.80	58.64%
6090 Other Admin Expense			0.00				0.00				0.00		0.00	0.00	0.00	
6092 Bank Service Charges			0.00				0.00		6.96	20.00	-13.04	34.80%	6.96	20.00	-13.04	34.80%
6093 Credit Card Service Charge			0.00				0.00		495.44	2,500.00	-2,004.56	19.82%	495.44	2,500.00	-2,004.56	19.82%
Total 6090 Other Admin Expense	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00		\$ 502.40	\$ 2,520.00	-\$ 2,017.60	19.94%	\$ 502.40	\$ 2,520.00	-\$ 2,017.60	19.94%

6600 Reconciliation Discrepancies

6600 Reconciliation Discrepancies	0.00					0.00					6.00		-100.00		106.00		-6.00%		6.00		-100.00		106.00		-6.00%	
Total Expenses	\$ 2,743.27	\$ 22,100.00	\$ -	19,356.73	12.41%	\$ 2,824.42	\$ 10,150.00	\$ -	7,325.58	27.83%	\$ 29,706.10	\$ 50,095.00	\$ -	20,388.90	59.30%	\$ 35,273.79	\$ 82,345.00	\$ -	47,071.21	42.84%						
Net Operating Income	\$ 7,067.23	\$ 48,690.00	\$ -	41,622.77	14.51%	\$ 1,148.92	\$ 6,030.00	\$ -	7,178.92	-19.05%	\$ 121,048.23	\$ 10,745.00	\$ 131,793.23	-1126.55%	\$ 126,966.54	\$ 43,975.00	\$ 82,991.54	288.72%								
Net Income	\$ 7,067.23	\$ 48,690.00	\$ -	41,622.77	14.51%	\$ 1,148.92	\$ 6,030.00	\$ -	7,178.92	-19.05%	\$ 121,048.23	\$ 10,745.00	\$ 131,793.23	-1126.55%	\$ 126,966.54	\$ 43,975.00	\$ 82,991.54	288.72%								

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<b>MSM Balance Sheet 05/31/2022</b>
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<u>Account</u>	<u>Balance</u>
Huntington Checking	\$5,443.93
Huntington Savings	\$322,501.40
Trustone Savings	\$5.00
Trustone Money Market	\$99,097.02
Trustone CD	\$52,446.17
Change cash	\$0.00
 <b>TOTAL BANK ACCTS</b>	 \$479,493.52
 Inventory	 \$23,674.42
 <b>TOTAL ASSETS</b>	 <b>\$503,167.94</b>
 Allocated unspent funds	 \$123,559.67
Unallocated funds	\$355,933.85

<u>Capital Project</u>	<u>Budget</u>	<u>Account Balance</u>
No. 1239 truck	\$85,000.00	\$84,717.02
No. 10 motors	\$24,000.00	\$23,842.65
CHSL fiber line	\$15,000.00	\$15,000.00
 <b>Total</b>	 \$124,000.00	 \$123,559.67

## Minnesota Streetcar Museum

### General Superintendent's Report – June 2022

#### I. GENERAL COMMENTS

To summarize the operations for the first month and a half of a new operating pattern, there are four notable areas:

1. Staff. We again appear to be in a good position with our volunteer operators. We have 111 operation volunteers (including station agents), of which 74 (thru mid-June) have operating hours. The number of operators is in the range that we have had over the past several years. (We had 103 in 2021).
2. Ridership. Year-over-year comparisons of ridership (particularly early in the year) are difficult given changes in schedules and the dramatic impact weather can have on some of our busier days. As noted last year I have moved the source for ridership volumes to our POS system for a number of reasons. The POS system counts fare sales, so the numbers underrepresent actual riders. Historically, we have seen approximately 1.5 riders per token – which provides a reasonable adjustment.
  - Year-to-date fare sales in total appear to be slightly higher (10%) than last year. We have sold ~3,500 fares thru mid-June compared to ~3,200 in our first month of operation in 2021. However, the number of scheduled shifts is up over 40% - most of which is increases in weekday service and does not take into account cancellations.
3. Of note, charter activity at Como-Harriet has been very strong so far with 25 charters completed or booked (including 1 motorman certificate). This compares to 39 for the 2021.
4. Schedule. As noted above and detailed later in the report we have added additional weekday service at CHSL, moved to 2-car operation Saturday first shift (CHSL), and reinstated service to support ESL Farmers' Market.

CHSL Maintenance Issues. Both cars at Como-Harriet have been plagued with an unusual number of maintenance issues this season. Dick Zawacki will provide more detail, but it is noteworthy to recognize the outstanding work the maintenance team has done in quickly resolving issues.

#### II. STAFF

CURRENT ROSTER (includes station agent only volunteers)

At present we have 111 active operators. This compares to 103 operators in 2021, 117 operators in 2019, 115 operators in 2018, 106 operators in 2017, and 104 operators in 2016.

##### System

- 66% of all volunteers have logged operating hours thru mid-June. This compares favorably to 2021, in which approximately 50% of the operators had hours in the first month of operations.
- We have 9 volunteers who are qualified at both locations and are included in the counts by location below.

##### Como-Harriet

At Como-Harriet we have 85 operating personnel compared to 81 in 2021 and 90 in 2019. Following historical patterns a small cadre of volunteers are contributing most hours

### Excelsior

At ESL we have 34 operating personnel compared to 27 in 2021 and 43 in 2019. With the addition of several new Station Agents most of the operations staff is signing up more regularly resulting in most of the shifts being filled ahead of time.

### **NEW OPERATOR TRAINING**

Bill Pekarna has taken over the leadership of our new operator training from Dave Higgins, who had managed for several years. Bill Pekarna was supported by Pat Cosgrove, Dave Higgins, and Linda Ridlehuber for the core training performed at Como-Harriet. Line specific training was, as in the past, performed at CHSL and ESL led by Bill Pekarna (CHSL) and Karen Kertzman (ESL).

As of 6/13/22 we have 13 operators (4 at ESL; 9 at CHSL) and 8 station agents (6 at ESL; 2 at CHSL) at varying stages of the training process. This compares to 9 volunteers last year. As can be seen in the detail below, the biggest year-over-year driver in the number of volunteers is the impressive number of ESL station agents.

The status of our 2022 operations class is shown below. Thank you to all the new volunteers.

#### **CHSL**

Katie Barron	Promoted to Operator 6/12/22
Jerry Betz	Promoted to Operator 5/21/22
Ed Copeland	Promoted to Operator 5/22/22
Pete Eide	Currently in Advanced Phase of training
Mary Ann Goens-Bradley	Currently in Advanced Phase of training
Mike Lerdahl	Ready for Revenue Training
Bob Miller	Certified Station Agent
Adi Penugonda	Scheduled for Revenue Training
Steven Rush	Certified Station Agent
John Stein	Promoted to Operator 5/15/22
Zach Swenson	Ready for Revenue Training

#### **ESL**

Paula Callies	Certified Station Agent
David Downs	Certified Station Agent
Joyce Draeger	Certified Station Agent
Jerry Draeger	Promoted to Operator 5/14/22
Charles Karver	Certified Station Agent
Eli Kessler	Certified Station Agent
Ron Neitzel	Certified Station Agent
Neill Schurter	Currently in Advanced Phase of training
Lynn Nelson	Currently in Advanced Phase of training
Bill Gardner	Currently in Basic Phase of training

Table 1. Annual New Operator Graduates

	2022	2021	2019	2018	2017	2016
Graduates – CHSL	TBD	4	6	14	16	6
Graduates - ESL	TBD	2	2	4	3	4

### III. OPERATIONS

#### SCHEDULE

As can be seen in Table 2 below, we have added several shifts over the 2021 schedule. The adjustments were done to:

1. Provide more opportunities for volunteers at CHSL who do not like the long weekend schedule
2. Create an option for charters during “prime time” - CHSL
3. Align service with the Farmers’ Market – ESL

Table 2. Schedule Comparison 2022 vs 2021

CHSL Schedule		2022	2021	ESL Schedule	
Weekday	Wednesday Afternoon	Yes	Yes	Farmers Market	Yes -
	Wednesday Evening	Yes	-		
	Thursday Evening	Yes	-		
	Friday Afternoon	Yes	Yes		
	Friday Evening	Yes	Yes		
Weekend	Saturday	3 shifts	2 shifts	Saturday	2 2
	Sunday	2 shifts	1 shift	Sunday	1 1
	Total Shifts	10	6		4 3

NOTE: The first shift on Saturday at Como-Harriet is a two car operation, with the standard car prepared to support charters during the shift. This is a test to see if there is enough market interest in charters during this prime time. In the past we had significant issues in scheduling charters during regular operations, such that we instituted a policy prohibiting charters during that time. Scheduling the second car is intended to be a more planful approach to co-mingling charters with regular operations.

#### SPECIAL EVENTS

##### CHSL

- The planned schedule has been impacted by heat, speeder availability, and some of our event partners backing out
  - Kids Club speeder ride event is to be rescheduled later in the year (heat, speeder availability)
  - PJ Parties, the Murder Mystery, and Summer Santa have been cancelled
- First “Owl Service” had 26 riders

##### ESL

- The Excelsior Art on the Lakes event drew in 195 riders over 2 days. DSR No. 78 was used as a stationary display while DSR No. 265 provided rides on the line, including carbarn tours.
- The Farmers/Artisans Market started on June 14. Very poor showing due to the high heat and humidity. To top it off CenterPoint Energy dug up the walking trail outside the carbarn. People could not depart the trolley for the carbarn tour.
- The first of 3 StoryTime Trolley's is scheduled for June 23rd. Excelsior's famous Miss Debra will be reading books to the little ones as they ride the streetcar and munch on cookies.
- KSTP Minnesota Live program will be filming at ESL on 6/15/22

#### IV. STATION/MERCHANDISE (Bill Arends)

System-wide merchandise sales excluding fares and charters and online sales was \$6,798 thru June 12.

	2022
Passes/Membership	\$2,378
Toys	\$926
Artifacts/ Historic Souvenirs	\$926
Clothing	\$632
Books	\$599
Jewelry	\$402
Other	\$331
Candy	\$305
Donations	\$302
Total	\$6,798

Online sales generated another \$1,212, primarily books and passes.

#### V. ESL Report (in addition to comments included above)

The non-operating crews have been very busy at ESL. Many of the projects are listed below.

- Ongoing Yard and Grounds Work
  - Pick up trash along the trail
  - Lawn mowing around the car yard and along the tracks between Water Street and Old Excelsior Blvd.
  - Brush cutting and tree trimming
  - Weed spraying the complete line
  - Oil and maintain switches and track
  - Inspect and maintain overhead wire
- Buildings
  - Exterior building repairs
  - Replacement of the wooden entry platform to the carbarn
- Equipment
  - Mesaba 10 truck cleanup and repair
  - Converting Mesaba 10 from a storage shed to a streetcar by removing everything that does not belong to the car
  - Miscellaneous store projects
  - Ongoing Winona 10 restoration activities
  - Maintenance work on DSR No. 265 and DSR No. 78
  - Paint the roof on DSR No. 78