

# Cumbres and Toltec Scenic Railroad Commission Meeting

## C&TSRR Commission Minutes

January 28, 2017 9:00 AM

Conejos Parish Hall

1. Meeting was called to order by Chairman Lucy Kay at 9:02.
2. Pledge of Allegiance was led by Commissioner Elbrock.
3. Introductions – Commissioner Kay introduced Audrey McKee from the attorney General’s office in Albuquerque, John Bush introduced new employees Stathi Pappas, and Zell Olsen and he also introduced Betsy Bartholomew, Martha Peck and Suzette McKinnon from Launch Advertising.
4. Approval of Agenda –Commissioner Love moved to approve, Commissioner Cowles seconded the motion, motion carried.
5. Approve the Minutes from October 29, 2016 Commission meeting - Commissioner Love moved to approve, Commissioner Elbrock seconded the motion, motion carried.
6. Approve the Minutes from November 23, 2016 Commission meeting - Commissioner Love moved to approve, Commissioner Elbrock seconded the motion, motion carried.
7. Train Operations Report/Presidents Report – John Bush
  - a. Maintenance and Repair Report – John Bush
  - b. Historic Car Fleet update – John Bush stated that we now have the grant for car #292.
  - c. Tracks Across Borders Byway update – John Bush stated they are moving forward with branding and logo design. We are hopeful that this byway will roll out before the end of the summer.
  - d. Marketing Report – John Bush & Betsy Bartholomew from Launch Advertising. Betsy gave powerpoint presentation to group. They discussed new strategies and plans for the C&TSRR. Their objective is to develop a brand and marketing program that will support the long-term sustainability of the railroad. Martha took us through a creative perspective. The web site is the next target to drive business.
  - e. Financial Report – George Canham discussed as of the 26<sup>th</sup>, we are up just over \$900K over last year at this time. Financials and State Capital billings are complete up through December 2016.
8. Commissioner Reports
  - a. Chairman Report – Lucy Kay / Echoed the marketing presentation by Launch.
  - b. Vice Chairman Report – Billy Elbrock / Discussed status of Chama Visitor center.
  - c. Secretary Report - Dan Love /capital projects- key factors of the Commission to make sure that the cash is used effectively to continue the programs to upgrade and maintain the railroad.
  - d. Treasurer Report – Dick Cowles – finance – Commissioner Cowles discussed the Legislative session that is currently in session. NM only has \$60M for the entire state. Commissioner Cowles wanted to publically thank George Canham, former Commissioner Randall and the auditors for the progress made in the financial arena.
9. Friends of C&TSRR Report – Tim Tennant
  - a. Tim Tennant reported that the preparations for the 2017 season is underway. He passed out a restoration plan and schedule for this season. Attendance has been up at the work sessions. Commissioner Cowles commented that the Commission would like to be able to allocate a 20% commitment for project materials from the prior yearly intake of the HPA fund to be awarded at the beginning of each year. The plan would be to have this on the agenda at the April Commission meeting. The Friends Spring Banquet and board meeting will be in March.
10. Unfinished Business\*
11. New Business\*
  - a. Approve Accounting Practices Resolution-Commissioner Love moved to approve, Commissioner Elbrock seconded the motion, motion carried unanimously.
  - b. Approve Legal Representation Resolution-Commissioner Elbrock moved to approve, Commissioner Love seconded the motion, motion carried unanimously.
  - c. Approve updated version of Policies and Practices Manual (v6.1)-Commissioner Love moved to approve, Commissioner Elbrock seconded the motion, motion carried unanimously.

d. Approve Employee compensation-Commissioner Love moved to approve, Commissioner Elbrock seconded the motion, motion carried.

12. Adjourned at 10:38.

---

Dan Love, Secretary