

Cumbres & Toltec Scenic Railroad Commission
Minutes of the Regular Meeting, November 12, 2022
9:00am

Location of Meeting:

Chama Fire Station Classroom
279 4th Street
Chama, NM 87520

Present at Meeting: Commissioner Bill Lock, Commissioner Mark Graybill, Commissioner Billy Elbrock, Commissioner Scott Gibbs

The regular meeting of the Commission of the Cumbres and Toltec Scenic Railroad was called to order at 9:02am on July 30, 2022, by Chairman Mark Graybill.

Approval of Agenda: The agenda for the meeting was distributed. Motion to approve: Commissioner Lock, seconded by Commissioner Gibbs. Approved 4/0

Approval of Minutes from Quarterly Commission Meeting on July 30, 2022: The minutes of the July 30, 2022, meeting were reviewed. Motion to approve: Commissioner Lock, seconded by Commissioner Gibbs. Approved 4/0

Approval of Minutes from Special Commission Meeting on August 25, 2022: The minutes of the August 25, 2022 meeting were reviewed. Motion to approve: Commissioner Lock, seconded by Commissioner Gibbs. Approved 4/0

Presidents Report: Attached as Addendum A

Superintendent's Report: Attached as Addendum B

Maintenance and Repair and Historic Car Report: Attached as Addendum B

Financial Report: Attached as Addendum C

Marketing Report: Attached as Addendum D

Commission Reports:

1. **Chairman Report, Commissioner Graybill, Marketing:** deferred to Abigail Martinez, Marketing Manager's report
2. **Vice Chairman Report, Commissioner Elbrock, Local Affairs:** Commissioner Elbrock announced that he was not resigning from the Commission. Discussed Chama water issue, deferred to Kim Smith-Casford to report.
3. **Secretary Report, Commissioner Scott Gibbs, Capital Projects:** discussed locomotive conversion, deck replacement at Chama depot, window replacement at Osier.
4. **Treasurer Report, Commissioner Bill Lock, Finance:** deferred to Alysia Martinez, Chief Financial Officer's report

Friends of the Cumbres & Toltec Scenic Railroad Report: Attached as Addendum E

New Business:

- a. **Motion to Approve** Resolution 2022-009, made by Commission Lock, seconded by Commissioner Gibbs. Graybill: Yes, Lock: Yes, Elbrock: Yes, Gibbs: Yes. Motion passed unanimously.
- b. **Motion to Approve** Resolution 2022-010, made by Commissioner Lock, seconded by Commissioner Gibbs. Graybill: Yes, Lock: Yes, Elbrock: Yes, Gibbs: Yes. Motion passed unanimously.
- c. **Motion to Approve** Assignment of Officers: Chairman: Billy Elbrock, Vice-Chair: Scott Gibbs, Secretary: Bill Lock, Treasurer, Mark Graybill. made by Commission Lock, seconded by Commissioner Gibbs. Graybill: Yes, Lock: Yes, Elbrock: Yes, Gibbs: Yes. Motion passed unanimously.
- d. **Motion to Approve** 2023 Quarterly Meeting Dates: February 25-Antonito, May 20-Chama, August 26-Antonito, November 11-Chama. made by Commission Lock, seconded by Commissioner Gibbs. Graybill: Yes, Lock: Yes, Elbrock: Yes, Gibbs: Yes. Motion passed unanimously.

Old Business: None

Public Comment: Terry Corey, owner of Cumbres Suites, Chama expressed her support and appreciation of the railroad and employees.

The Commission determined there was no need to call an executive session.

Motion to adjourn made by Commissioner Elbrock, seconded by Commissioner Gibbs. Approved 4/0. Meeting adjourned at 10:21 am

The next meeting will be held on Saturday, February 25, at 9am, Antonito, Colorado, location to be determined.



W. Scott Gibbs, Secretary

C&TS Safety

Two FRA reportable accidents in 2022.

- Two small fires set between the rails during the 2022 operating season.
 - 463 ash pan not securely closed
 - 489 dropped a fire-starting rag from the air inlet damper in the firepan
 - Weekly reports on fires initiated sent to the Forest Service and both States.
 - The expectation from external oversight is now; The RR will not set any lineside fires.
- Legacy oil drum clean up completed.
- Used tie clean-up started in Chama
- NMED questions about coal ash addressed with no additional action required.



Recap 2021 / 2022

- Number of daily excursion trains operated – 254 / 198
 - Opening day 2022 delayed until July 1 due to extreme fire conditions and Osier reconstruction
- Total Ridership – 37,735 / 26,620 guests
 - 215/216 ridership – 33,182 / 25,613 average 130 / 129 guests per train
 - Geology Train – 128 / 142
 - Goose 5 – 112 / 126
 - Group sales – 10% / 13% of total ridership
- Revenue Posted to DTS –
 - 94.3% of 2021 for daily excursion trains
 - 96.7% of 2019 for daily excursion trains



215 / 216 performance

- On Time departures within 1 minute of 10:00
 - Three late departures due to locomotive mechanical issues
 - Chama – 77%
 - Antonito 61%
- Annulled two trains due to locomotive mechanical issues
 - 489 fuel oil feed issue with blocked tender oil shut off valve
 - 489 fire pan air control damper lost
- 4 Hot boxes during the season that caused train delays



2022 Challenges

- # / • Osier fire recovery!
- Wildland fire management
- Rain! – water runoff from summer storms
- Locomotive availability
 - 487 piston rods and crossheads
 - 488 arch tube replacement due to 49CFR230.61 non-compliance
- Coal supply
 - October < 1 day supply on hand
 - King Coal could not supply the RR from Hesperus CO
 - Second supplier – West Elk Mine in Somerset CO provided an alternate supply of coal
- Insurance cost increases 31% overall
- Staffing shortages
- Development of Employee benefits package that complies with both CO and NM new statutory requirements for 2023



Locomotive updates

- 168 – annual inspection, evaluate and repair cracked cylinder saddle, grate replacement , replace safety valves
- 315 – completed FRA 1472 service day inspection hydro, right cylinder sleeve replaced, cab repaired, appliances rebuilt, steam test next
- 463 – annual inspection, running gear work, repair tender cistern leak
- 484 – annual inspection
- 487 – annual inspection, piston rod replacements, crosshead work, tender cistern, firebox side sheets, oil conversion to D&S design
- 488 – 5 year flexible staybolt cap inspection, annual, tender cistern
- 489 – complete running gear overhaul, complete upgrade of oil firing conversion to D&S design



Locomotive updates (cont.)

- Diesel 15, #1 prime mover repair, traction motor replacement, radiator replacement, air system overhaul, battery replacement
- K-37 return to service
 - 492 received a new boiler in 1948 based on D&RGW historical records
 - Commissioned an evaluation of 492 and 497
 - We will move forward with 492
 - The Commission received a \$400,000 donation to begin work on 492
 - Work will begin by moving 492 to active track
 - Locate and begin to rebuild all appliances in 2023



Osier lunch service

- What the Truck catering from Santa Fe NM were contracted to provide food service. Specialized in catering for the motion picture industry.
- What the Truck brought into Osier a truck based mobile kitchen.
 - Initial food preparation performed in their Santa Fe kitchen
 - Cooking completed at Osier in the mobile kitchen
- What the Truck will provide food service in 2023.



2023 Schedule

- Open Memorial day weekend with Chama-Cumbres-Chama, Cumbres Express on Saturday and Sunday
- Trains 215/216
 - Season opening date – June 3
 - Season closing date – October 21
 - 6 days per week – Monday shut down
- Cumbres Express afternoon trains operate through July



2023 Christmas Trains

- Decision basis for 2023 Christmas train operations
 - Repair diesel 15 and bring it into FRA compliance
 - Install heat in the Chama bathrooms
 - Install heat in several passenger cars
 - Install heat in the Chama depot lobby



11.12.22 Commission Report

FRA injury and Accident reporting is up to date with 2 reportable Accidents
Water sources along railroad right of way made it through operating season
Passenger car breakdowns were minimal
Fire equipment few breakdowns problems repairable overnight
Osier dining hall was made usable for passengers to be indoors during lunch
Passenger cars winterized Antifreeze in water lines for winter
Parlor coach receiving primer
Rock chips scattered at Osier walkway to eliminate mud path
Keep trains running

PAYCAR F

Siding is on and working on end heaves getting ready for roof sheet metal

Keep working on safety practice

Paint Coaches

- Annual work on coaches
- Replace 50' of Cumbres water line at head end partial collapsed
- Replace springs and gaskets on Cumbres and Sublette water towers

Replace traction motors n #15 locomotive

Clean up for historical car shed

Finish work at Osier dining hall

Narrow gauge 2 motor cars for all purpose use

Upgrade shop equipment

Marvin Casias-Antonito Shop



Finance Report

Alysia Martinez

Summary:

Attached are the fiscal year-to-date financial statements (Unaudited and used for internal use only.) Within the report, I will be discussing the current activity for each fund. The overall activity for the first quarter of the fiscal year is relatively where we expect it to be. Included are Profit & Loss reports along with Balance Sheet reports for Commission, HPA, and CTO and a Capital Summary. HPA reflects little to no activity for the month of March. P&L summaries for Commission and CTO include previous year-to-date comparisons along with overall budgets. Please see below for additional comments regarding each fund.

Historic Preservation Association, LLC

The Profit and Loss YTD Comparison for HPA for the first quarter will reflect the Historic Preservation fee from Operational Revenue. The HPF has increased from prior year. Ticket prices increased from prior year and this dollar amount reflects this increase. The P&L shows the recurring monthly interest income. The expenses include the Management Liability Insurance which was renewed in the month of January and has now been expensed through July of 2023 to align with the rest of our insurance policies.

The Balance Sheet for HPA for the first quarter of the fiscal year shows little activity. Our cash position has decreased from prior year and the explanation for this is because we are using the Historic Fee from ticket sales to put a building in Antonito for the Historic Consist.

Commission

The Profit and Loss Budget Vs. Actual for the Commission fund is expected to be where it is for the quarter. We did receive the general support monies for FY 2023 from New Mexico in this quarter. On the P&L, we will see all the expenses for the reconstruction of Osier following the fire.



The Balance Sheet for Commission remains strong for the first quarter of the fiscal year. Insurances have renewed as of July 1st, so the liability on the balance sheet is higher than our last meeting. 9.30 ↑ 86k

Cumbres Toltec Operating, LLC.

The Profit and Loss Budget Vs. Actual for CTO for this quarter has a lot of activity. Since we last met, we had just postponed operations and were expecting to see operational revenue and expenses beginning July 1st. Our total income for this quarter decreased from prior year, this is expected due to the delay in operations. The total expenses for CTO have decreased from prior year and there is two reasons for this, we didn't have the 50th Anniversary and we delayed operations for a month. Operation expenses in 2021 exceed our operations expenses in 2022.

The Balance Sheet for CTO shows we are in a higher cash position than prior year. This is because we received a refund for the employee wages from the employee retention program. This puts our total assets higher than prior year. Our total liabilities have decreased since 2021 and that puts our total liabilities and equity higher than prior year.

Capital

The Balance Sheet for Capital shows little activity for the first quarter. As we transition from operations to Capital projects, we will see that the activity within Capital will increase.

Payroll Update:

The transition to ADP is following a specific timeline. We are hoping to run our first payroll with ADP come the end of November. Roseann and I have been working together to ensure an accurate and efficient transition from the Payroll Department. We have explored different employee benefit packages with them as well.

Alysia Martinez



CUMBRES & TOLTEC SCENIC RAILROAD
 November 11, 2022, MARKETING CTO REPORT
 Prepared November 7, 2022, by Abigail Martinez (Marketing Manager)

2022 SEASON RECAP- MARKETING

EMAIL CAMPAIGN

Season	Amount of Email Blasts Sent	Avg. Open Rate	Avg. Click Rate
2022	16	29%	2%
2021	19	20%	2%
2019	24	22%	2%

DIGITAL MEDIA

We run a featured listing and a banner ads on both Colorado and New Mexico’s tourism websites. Deliveries on the State’s tourism websites are as follows:

Colorado.com (Jan.-Oct.)

2022 YTD – 105,960 impressions – 795 clicks - .75% CTR
 2021 YTD – 107,268 impressions – 1,463 clicks – 1.36% CTR
 2020 YTD – 117,081 impressions – 1,455 clicks – 1.24% CTR
 2019 YTD – 106,660 impressions – 1,218 clicks – 1.14% CTR

Some things to note when comparing these year-over year performances. 2020 is slightly skewed given that more impressions were delivering through a Sponsored Article placement. That content didn’t exist/contribute in 2019. The Sponsored Article was then only live for a bit during the beginning of the 2021 year as we cut that element from the 2021 plan.

NewMexico.org (Jan.-Oct.)

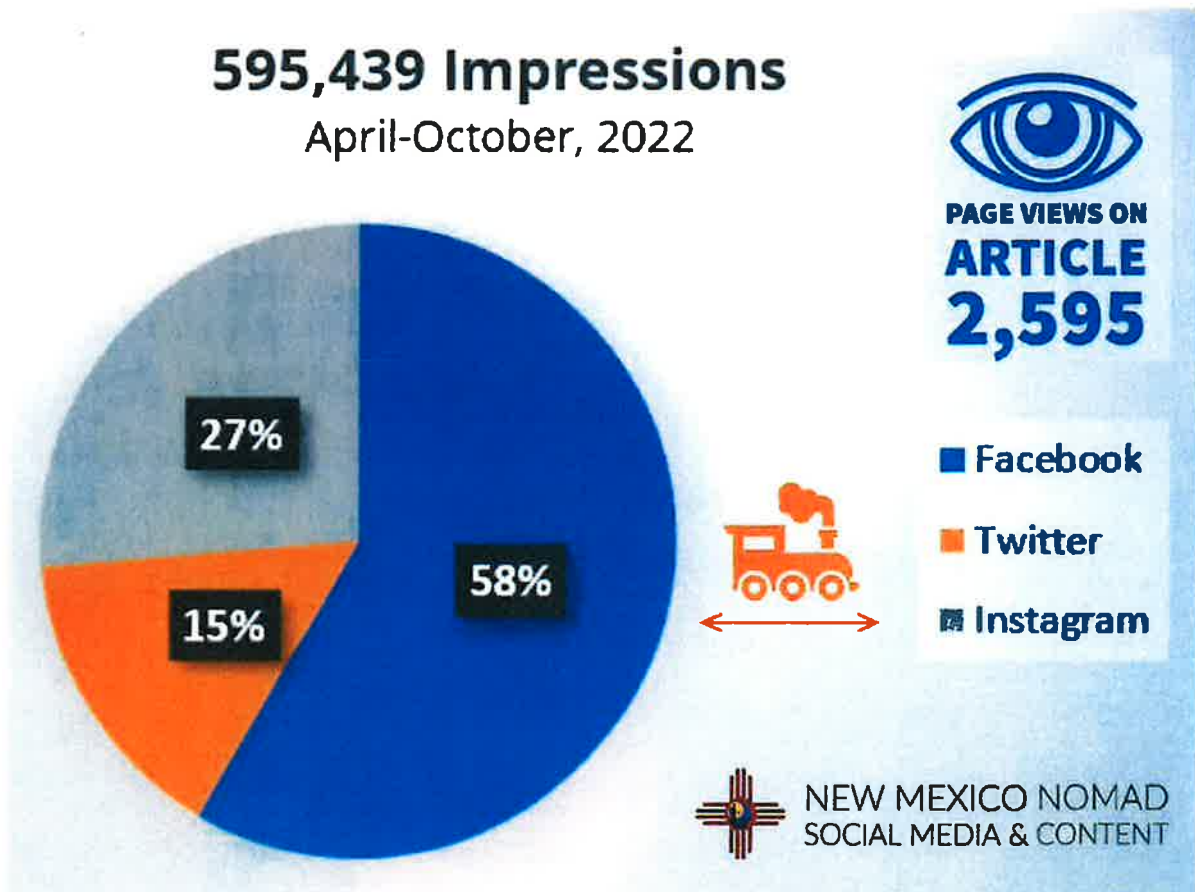
2022 YTD- 288, 972 impressions – 3,462 clicks – 1.20% CTR
 2021 YTD- 403,593 impressions – 6,035 clicks – 1.50% CTR
 2020 YTD- 332, 128 impressions – 4,397 clicks – 1.32% CTR
 2019 YTD- 197,017 impressions – 3,176 clicks – 1.61% CTR

Some things to note when comparing these year-over-year performances. There was an uptick in demand in both 2020 and 2021 coming out of the pandemic so the numbers were up. Our 2022 numbers are quite a bit higher than 2019 which is a better comparison year.

5280 Getaways e-Newsletter- 5280 digital eNewsletters allows us to hit the Denver, CO market. During the season we send a sponsored eNewsletter to their subscribers and on average it is sent to 16,000 email subscribers. Before this year, the distribution quantity was about 11,000.

2022 YTD- 98,178impressions – 596 clicks –.61% CTR
2021 YTD- 64,281 impressions – 481clicks –.75% CTR
2020 YTD- 25,088 impressions –238 clicks – 1.10% CTR
2019 YTD- 17,257 impressions – 253 clicks – 1.47% CTR

New Mexico Nomad- New to our digital media this year we added NM Nomad. We are running social media campaign package that includes multiple posts on Facebook and Twitter, linked to our platforms, and article on NM Nomad website. NM Nomad was created to promote New Mexico with a goal to motivate locals, and people from around the world, to appreciate, explore, and enjoy what New Mexico has to offer. This is one of the more efficient “social media influencers” I have seen in NM with about 320,000 followers. We hosted the creator and owner of New Mexico Nomad a couple of times this season so she could get custom content for her use.



AAA CO & NM- Due to an increase in budget this year, we were able to add AAA back to our digital marketing plan. AAA Living (Colorado) & AAA Explorer (New Mexico) packages we get sponsored content on their website that links to the C&T website, monthly eNewsletters sent to their members, and print ads in their seasonal issues.




The Ride of Your Life

Climb aboard the Cumbres & Toltec Scenic Railroad, the nation's most historic steam train, for the ride of a lifetime!

[Book Now!](#)

Campaign Metrics For: Cumbres & Toltec Railroad

eNewsletter Drop Date: 6/7/2022

Regions: CO

Regional Sponsored Content eNL - Colorado

State	Total Sent	Total Opens	Click Count*
CO	236,889	131,987	592

*Click count includes both clicks on the inline image and the CTA button

Jenni Mitten : jenni@jmediaco.com : 402-616-2151



Leaderboard Specifications:
 Desktop: 728 pixels x 90 pixels
 Mobile: 300 x 50 pixels
 One is available on the homepage, each category page and article pages.

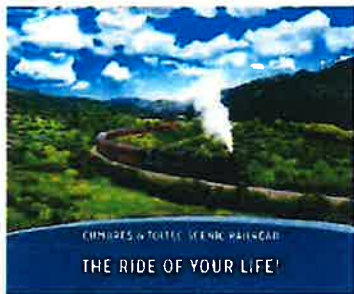
Sidebar Specifications:
 Desktop: 300 pixels x 250 pixels
 Mobile: 300 pixels x 250 pixels
 One is available on the homepage and each category page.



Sponsored Stories Specifications:
 Digital assets required:
 • Image (at least 400 pixels wide)
 • Headline • Sponsor name

These ads will be positioned at the bottom of the article's pages. Up to 5 Sponsored Stories will be available per article. The URL's need to link to advertorial content.

For more details see page 13 in the AAA Living Media Kit



Campaign Metrics For: Cumbres & Toltec Scenic Railroad

Campaign Dates: 6/13/22 – 7/4/22

Regions: CO

Sponsored Story

Summary of Digital Metrics

Sponsored Story		
Impressions	Clicks	CTR
1,756	5	0.28%

Contact: Jenni Mitten : jenni@jmediaco.com : 402-616-2151



AAA Explorer New Mexico | June 1, 2022 deploy
Deployed to 51,808 members
Unique open rate: 30.03%
Unique click rate: 1.41%
Unique CTR-O: 4.70%



All aboard the Cumbres & Toltec Scenic Railroad

Marvel at the beauty of the New Mexico–Colorado border as you experience the West as it was in 1880 while you travel in 19th century luxury. All aboard for the ride of a lifetime!

[READ MORE](#)

Contact: Jenni Mitten | jenni@jmediaco.com | 402.616.2151



← Leaderboard Specifications:
 Desktop: 728 pixels x 90 pixels
 Mobile: 300 x 50 pixels
 One is available on the homepage, each category page and article pages.

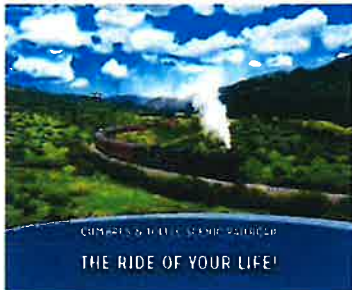
Sidebar Specifications:
 Desktop: 300 pixels x 250 pixels
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← Sponsored Stories Specifications:
 Digital assets required:
 • Image (at least 400 pixels wide)
 • Headline • Sponsor name

These ads will be positioned at the bottom of the article's pages. Up to 6 Sponsored Stories will be available per article. The URL's need to link to advertorial content

For more details see page 13 in the *AAA Living Media Kit*



Sponsored Story

Campaign Metrics For: Cumbres & Toltec Scenic Railroad

Campaign Dates: 6/13/22 – 7/4/22

Regions: CO

Summary of Digital Metrics

Sponsored Story		
Impressions	Clicks	CTR
1,756	5	0.28%

Contact: Jenni Mitten : jenni@jmediaco.com : 402-616-2151

MyColoradoParks.com- We run a custom content page on the Colorado page of the National Park Trips site. We had 1,163 page views, and 145 clicks for an average time on page of 3:36. To view Cumbres & Toltec Scenic Railroads webpage: <https://www.mycoloradoparks.com/things-to-do/guided-tours/cumbres-toltec-scenic-railroad/>

KRDO Fall Colors Promotion- Annually C&T is the sponsor of KRDO fall colors photo contest. The campaign served almost 230,135 impressions with 234 clicks. They launched the promotion with a home page takeover at KRDO.com in September. Most were smart phone views as that reflects where their loyal viewers are engaging most often. Every age group is using smart phones and tablets in today's world.

Friday was the highest click through day with Sunday following in September. Monday was the highest click through day with Wednesday following in October.

We had 4 social media posts that went out to their 300,000 plus audience in mid-Sept as the contest kicked off.

And on top of the digital overview, the station's news anchors promoted the contest daily over 30 days. This is the only sponsored contest that the station features with their main anchors promoting it on air during the news.

Fall Colors 2022

Start Date: 9/12/2022

End Date: 10/9/2022

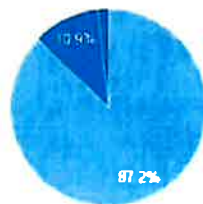
Entries ----- 317

People Participated ----- 635

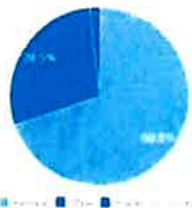
New Opt-Ins ----- 63

Contest Promotions Included Radio TV, Email Blasts KRDO.com & Social Media

☰ Have you ever experienced a ride on the historic Cumbres Toltec Scenic Railroad?



Gender

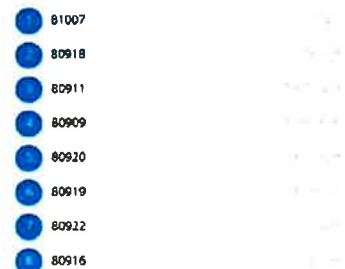


Age



Most Popular Location

81007



MARKETING 7

Addendum D

Q1 Media Digital Programmatic Buy

6/15/21 – 10/16/21

- Facebook Conversions: 370 conversions
 - Google Conversions: 4,974 conversions
 - Display/Video Conversions: 286 conversions
- Total: 5,630 conversions**

6/22/22 – 10/16/22

- Facebook Conversions: 372 conversions (0.54% increase YoY)
 - Google Conversions: 8,468 conversions (70% increase YoY)
 - Display/Video Conversions: 179 conversions (37% decrease YoY)
- Total: 9,019 conversions (60% increase YoY)**

In comparison to the 2021 campaign vs. 2022 campaign, there has been an overall **60% increase** in conversions for the season compared to last year's season. The largest increase in conversions we see are from Google. *We took the remaining budget from Facebook and shifted it into Search to help boost conversions within the last month!* Display conversions are down in comparison, but it is likely since we cut budget from Display into Search this season.

- Trends
 - Mobile display creatives were top converting for display
 - Desktop creatives were top CTR performing for display
 - Top performing site was Yahoo!
(including yahoo.com, news.yahoo.com, financial.yahoo.com)
 - Search performed above average CTRs – Overall 22.13%
 - Google Ads Benchmark for Travel: 9.19%
 - Facebook performed .01% above Facebook's Ads CTR Benchmark: 0.91%
 - High CTR and Converting days were **Mondays**
 - Top performing audiences were Females 65+

For the next season, I'd recommend for us to continue to allocate majority of the budget into Search and Facebook as those continue to showcase as strong performers.

Campaign Live Screenshots

Ad · www.cumbrestoltec.com : 1-888-286-2737

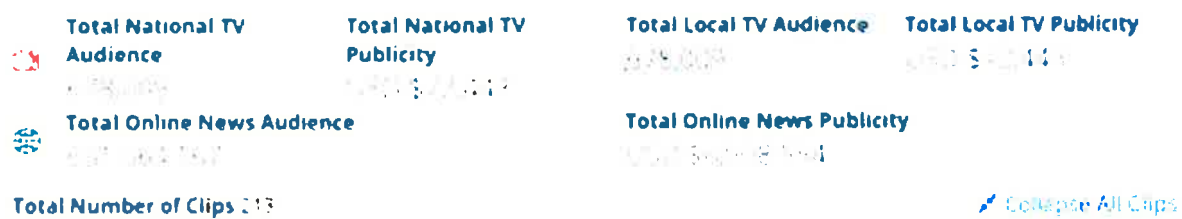
Cumbres & Toltec Railroad | The Ride of Your Life | Scenic...

Tour Through the Steep Mountain Canyons, High Deserts, and Lush Meadows. Climb Aboard a Historic Landmark for a Day Trip You'll Never Forget. Book Your Ride Today! Get Our App. Groups and Charters. Scenic Highlights. Season Passes.

Season Pass Ride C&T All Year Please Purchase By Phone	View Specials & Discounts Military, AARP, AAA, & More Other Specials
Groups & Charters Group Program Available Contact Us	Special Trains Check Our Website For Updates Call Us For Reservations

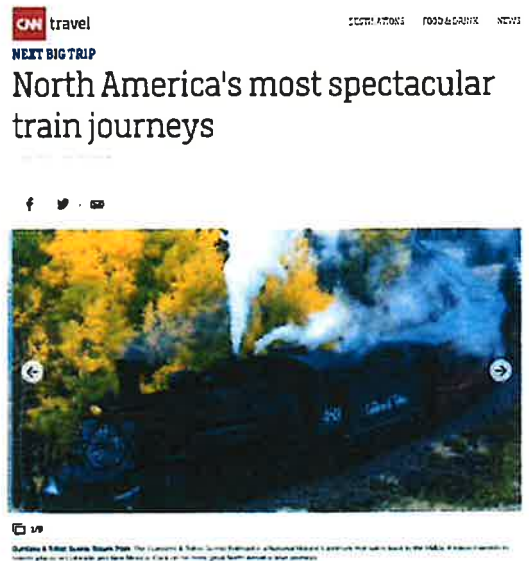
PUBLIC RELATIONS/SOCIAL MEDIA

In 2022, the C&TSRR had a very strong year for publicity, with **213 known media placements, worth an \$6.9 million in online/print news value and \$72K in television value** as detailed by Critical Mention, the industry's leading monitoring service.



The railroad was routinely mentioned in Albuquerque, Santa Fe, Colorado Springs and Denver media outlets and also garnered **key national coverage** including:

- [CNN's North America's most spectacular train journeys](#)
- [The Saturday Evening Post's 7 Best Steam Train Trips in the U.S.](#)
- [Travel & Leisure's 12 Scenic Train Rides for Fall Foliage Views](#)
- Placing second in the [USA Today 10Best Most Scenic Train Ride reader contest](#)



**TRAVEL+
LEISURE**

While 2022 results were slightly down the 259 placements secured in 2021, it's important to note that many of 2021's placements resulted from the 50th Anniversary Victorian Round-Up Celebration. Link to Critical Mention report of [all known 2022 media coverage here](#).

SOCIAL MEDIA

In 2022, we had:

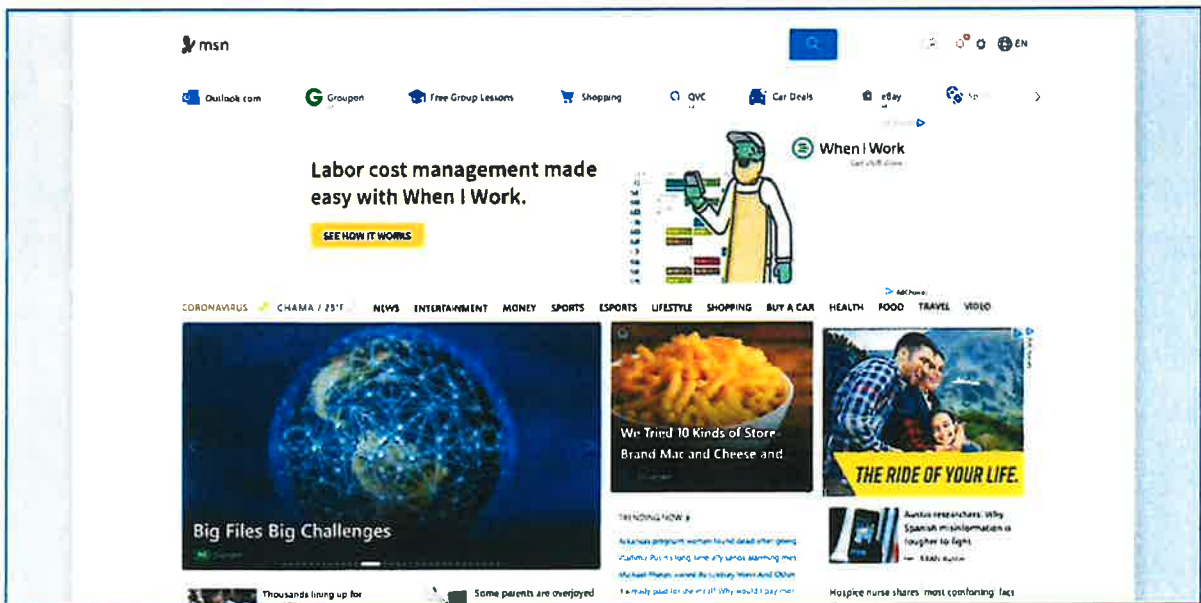
- 55,617 Facebook followers,
- more than 11.5 million FB impressions and
- an engagement rate of 6.7%.

On Instagram, we had:

- 1,140 followers,
- more than 165K impressions and
- an engagement of 10.3%.

MARKETING 10

Addendum D




MARKETING 9

Addendum D

Our most popular Facebook posts were:


Our most popular Instagram posts were:

 Cumbres & Toltec Scenic ...
Feb 12, 2022 10:34 PM

Repost from @twinkyllamastwo •
Mounted cameras inside 463 for a



Clicks	Reactions	Comments
42188	20619	541
Shares	Reach	Impressions
1973	550512	578270

 Cumbres & Toltec Scenic ...
Apr 6, 2022 12:00 PM

Volume UP! TY to David Weston
(@ConductorPineapple on



Clicks	Reactions	Comments
38667	9186	90
Shares	Reach	Impressions
297	1474838	1474838

 Cumbres & Toltec Scenic ...
May 17, 2022 1:01 PM

Look at those smiles on passengers
and engineers as the 487 and 484



Clicks	Reactions	Comments
8539	19133	241
Shares	Reach	Impressions
1248	297253	319845

Our most popular Instagram posts were:

Reach



Definitions:

Impressions: The number of times your page content was displayed. Reach: the total number of people who see your content. Engagement Rate: The percentage of people who engaged with your page based on how many times people saw them.

WEBSITE

	May 1 – Nov. 1, 2022	May 1 – Nov. 1, 2021	May 1 – Nov.1, 2019
Pageviews	1,357,767	1,852,279	1,568,767
Avg. Time on Page	1:10	1:03	1:09
Bounce Rate	48.16%	44.44%	44.25%
% Exit	27.47%	23.03%	24.53%

Our most visited page on our website is our homepage, followed by our schedules and fares page. This seems to be the trend for the three comparable seasons above. A top viewed page is also our Parlor Car page, closely followed by our Deluxe Car page.

Definitions:

Pageviews: The total number of page views. Repeated views of a single page are counted.

Avg. Time on Page: The average amount of time users spend viewing a specified page or screen, or set of pages on screens.

Bounce Rate: The percentage of single-page sessions in which there was not interaction with a page. A bounced session has a duration of 0 seconds.

% Exit: Number of exits/number of pageviews for the page or set of pages. It indicates how often users exit from the page or set of pages when they view the page(s).



Report to the Cumbres & Toltec Scenic Railroad Commission

Date: November 12, 2022

Please accept this report as presented at the C&TS Railroad Commission meeting in Antonito on Saturday July 30th.

- As the 2022 season concluded, Friends docents logged 2,100+ hours covering regularly scheduled trains for a total of 212 trips. We thank the docent team for their dedication and hard work. Docents came from; CO, NM, TX, FL, GA, MO, AZ & IA. We printed 15,000 trip maps for distribution on these trains during the season.
- In an effort to increase membership, we have undertaken a solicitation by purchasing the Classic TRAINS subscribers in eight western states including Colorado and New Mexico. This method of membership recruitment has been successful in the past and so far new member applications are coming in at a steady pace with over 60 new joins already. Our membership ranks hover around 2,000.
- Thank you to Scott Gibbs, Ed Beaudette and the crew aboard the Friends September 24th fall photo charter. It was a great day and our passengers were extremely pleased with the ride. Riders on these charters are very complimentary of the efforts of the railroad and Friends.

Work Session Schedule-2023

Here are the dates for the Friends work sessions during 2023. Due to a shortage of support workers we will not hold sessions in both locations during the same week.

Session A – May 20 thru 24	Antonito
Session B – May 27 thru 31	Antonito
Session C – June 17 thru 21	Chama
Session D – June 24 thru 28	Chama
Session E – July 29 thru August 2	Antonito
Session F – August 5 thru 19	Antonito
Session G – September 23 thru 27	Antonito

Work has started on Express Baggage Car 163 in Colorado Springs. Here are some photos courtesy of Don Atkinson.



Work Session Attendance

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
2019	36	36	99	93	51	54	30
2021	29	26	98	77	N/A	65	26
2022	<u>26</u>	<u>28</u>	<u>81</u>	<u>74</u>	<u>39</u>	<u>44</u>	<u>27</u>
2019 vs 2022	-10	-8	-18	-19	-12	-10	-3

These attendance numbers over a three-year period extracting 2020 shows a slight decrease in work session attendees. We believe 2022 was affected by high gasoline prices even though we provided a fuel stipend if an attendee requested it. Along with membership growth, this is an area which the Friends are actively looking at with ways to reverse this trend.

- The Friends have paid for two 8' tables at the National Narrow Gauge Convention in Denver August 30th thru September 2nd, 2023. Scott Gibbs is aware of this so we may share the space with the railroad for joint promotion. We have also requested to operate a pre-convention charter on August 28th & 29th. This convention will provide an excellent opportunity to promote the railroad and Friends.
- The organization continues to enhance our communication efforts to the overall membership. Supplementing our Quarterly C&TS Dispatch, we hired a part time social media contractor earlier in the year to address FaceBook and Instagram postings. A second person handles YouTube videos. Ian Kelly has now assembled two "Dispatch Extras" issues which are e-blasted to our membership in the months between the quarterly publication.
- In conjunction with promotion of both organizations, we had some discussion at our recently concluded Board Meeting in Colorado Springs. The Friends realize that we need to help promote the C&TS more. We want to make an offer to help underwrite a certain number of railroad brochures which we could use in member mailings and take to train show events. Maybe there is also an opportunity to have a two-sided joint flyer with the C&TS promoted on one side and the Friends on the other side.

Respectfully Submitted by Tim Tennant, President & CEO



Cumbres & Toltec Scenic Railroad Commission

Resolution 2022-009

A Resolution to Adopt an Open Meeting Policy

WHEREAS, the Cumbres & Toltec Scenic Railroad Commission met in regular session at Chama, New Mexico on November 12, 2022 at 9am as required by law;

WHEREAS, it is the desire of the Commission to honor the intent of the New Mexico and Colorado Open Meetings Acts;

WHEREAS, any meeting subject to Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action shall be held only after reasonable notice to the public;

WHEREAS, The Commission is required to determine annually what constitutes reasonable notice of its public meetings and the Commission desires to establish its 2023 regular meeting schedule;

NOW, THEREFORE BE IT RESOLVED that:

1. Meetings shall be held at alternating locations, between New Mexico and Colorado, at 9am, or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held on February 25, May 20, August 26, and November 11, 2023. The meeting agendas will be available at least 72 hours prior to the meeting from the Commission, whose office is located at 5250 US Hwy 85, Antonito, Colorado, or the satellite office at 500 Terrace Ave, Chama, New Mexico. The agendas will also be posted at the United States Post Office in Antonito, Colorado and Chama, New Mexico and on the Commission's website at:
<http://commission.ctsrr.com>.


3. Special meetings may be called by the Chairman or a majority of the members of the Commission upon three days' notice. The notice shall include an agenda for the meeting OR information on how a copy of the agenda may be obtained. The agenda will be available at least seventy-two hours before the meeting and posted on the Commission's website at: <http://commission.ctsrr.com>.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect health, safety, and property, or to protect the Commission from substantial financial loss. The Commission will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members with twenty-four hours' notice unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting OR information on how the public may obtain a copy of the agenda.
5. For the purposes of regular meetings described in Paragraph 2 of this resolution, notice requirements are met if the date, time and place and agenda is posted at the United States Post Office in Chama, New Mexico, and Antonito Colorado, and posted on the Commission's website at: <http://commission.ctsrr.com>.
6. For the purposes of special and emergency meetings described in Paragraph 3 & 4 of this resolution, notice requirements are met if the date, time and place and agenda is posted at the United States Post Office in Chama, New Mexico and Antonito Colorado, and posted on the Commission's website at: <http://commission.ctsrr.com>.
7. The Commission may close a meeting to the public if the subject matter of such discussion or action is excepted from the Open Meeting Acts requirements, including but not limited to limited personnel matters, attorney-client privilege pertaining to threatening or pending litigation, and discussion of the purchase, acquisition or disposal of real property or water rights by the Commission. No action will be taken by the Commission in a

closed session. The Commission may revise the order of the agenda items being considered.


Passed by the Cumbres & Toltec Scenic Railroad Commission this 12th day of November, 2022.



Mark E. Graybill, Chairman



W. Scott Gibbs



Billy R. Elbrock



William J. Lock



Cumbres & Toltec
SCENIC RAILROAD

Cumbres & Toltec Scenic Railroad Commission

Resolution 2022-010

A Resolution to Amend the Purchase Order System and Adopt the Policy for Inclusion in the Commission's Policy and Procedures Manual v7.0


WHEREAS; the Purchase Order System as adopted in the Commission's Policy and Practices Manual v7.0 states that any purchase in excess of \$500 must have prior approval of the General Manager of CTO;

WHEREAS; the Chief Financial Officer has indicated that due to inflation as well as other external factors, the existing limit has become cumbersome and labor intensive;

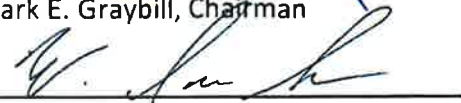
WHEREAS; the Commission recognizes the need to amend the purchase limit to in excess of \$1000 requiring prior approval of the General Manager of CTO;

NOW, THEREFORE BE IT RESOLVED; the Cumbres & Toltec Scenic Railroad Commission adopts into its Policy and Practices Manual v7.0 the amended C&TSRR Commission Purchase Order System.


Agreed this 12th day of November 2022:



Mark E. Graybill, Chairman



W. Scott Gibbs



Billy R. Elbroek



William J. Lock