

General Meeting Minutes – December 8, 2018

Call to Order by Rick Kirby in Mike Hartshorne's Absence

Treasurer's Report – John Gibbons

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|--|---------------------|
| Total Cash Assets, November 4, 2018 | \$239,874.01 |
| Total Assets December 1, 2018 | \$232,994.25 |
| Less Encumbered Cash | \$131,046.61 |
| Free Cash | \$101,947.64 |

This report was received, reviewed and filed for audit.

CMO Report – Rick Kirby

While Rick was away he has been in contact with several companies related to the tool car.

Mark provided Rick with a contact which will test the axle and wheel sets on site. Rick spoke with the person and gave him Mark's contact information. The cost will be determined later as variables including travel, lodging and on site work time will be billed. The owner figured it wouldn't take more than one day labor while in Bellevue.

Our Amtrak inspector has requested two of the coil springs on the trucks be replaced, one is actually broken. Rick has been in contact with McBride's here in Albuquerque. They have located a provider for the smaller one and have inquired about the larger one in Houston. Cost will be around \$2100 for both and shim.

Rick has authorized Bob D. to purchase the valving for the site glasses.

Bob K. has requested to use our superheater plugs. They are being crated up to ship and Rick will take to ABF for shipping.

Rick has also contacted the folks at Stadco Generator who work with NW Rail Electric. Rick received a final quote for the generator, control center containing voltage step downs for 220V and 110V to provide power to the car and any other tools we may need to use.

The price includes the 480V pass through HEP wire, wire looms and support brackets for the receptacles. Rick had him leave off the receptacles because Curt left several boxes of various receptacles.

The price includes a heater for the generator for cold weather and also a slide out maintenance tray and wiring diagrams with remote start equipment. The initial total is \$58,000. This is higher than Rick's previous estimate as we initially thought a 65 KW would start the compressor. However, after discussions with several professionals Rick determined we needed to step it up to an 80 KW unit.

At this time Rick does not expect delivery of the tool car until spring or early summer.

Generator set will be ready for shipment from PA once payment is received. The electrical will come from Oregon.

CSO Report – Rick Kirby in Jon Spargo's absence

The 2019 required Refresher Safety Training session will be held on Saturday, January 19, beginning at 09:00 at the 412 Union Hall located on the SE corner of San Pedro and Zuni.

Fire Extinguisher Update:

All dry chem fire extinguishers are current in inspection and placement, with the exception of one small one for the small fork lift. This will be purchased soon. Two were donated and will require inspection early next year.

The CO2's are all pending inspections, with one currently at Safety Flare. Upon a telephone call to Safety Flare Wednesday November 21st, the CO2 is still pending return. Each inspection will cost approximately \$75. No guarantee that the bladders will hold. Also, a new CO2 will cost approximately \$500. The Treasurer has the hard copies for these estimates. We are pending the fabrication of 2 more heavy duty hangers for those CO2's that are not hung yet. There was a small issue concerning Safety Flare charging tax for labor. This has been rectified as to their understanding of our non-tax on materials. ALL FIRE EXTINGUISHERS have their locations written on a tag attached to each extinguisher. If you use an extinguisher for fire watch or any other reason, please remember to return it to its proper location.

Electric Panels:

Clearing of all safety areas of 36" x 36" around each electrical panel is completed. A "Red Zone" will be painted at the base of each electric panel to indicate a non-placement area. Please remember that NOTHING is to be placed within the painted area surrounding an electrical panel. This is a requirement of the National Electric Code.

Other:

Freezer/Refrigerator on site will require a lock. We wish to thank the volunteers who have helped with these tasks.

The steam up safety procedures have been revised, edited, simplified and are ready for the next steam up. Thanks to John Taylor, Larry Lukens et.al. John Taylor has also begun work on a list of periodic maintenance items for the engine.

We have a problem with folks leaving dirty rags all over the site. We will purchase two metal step-on lever to open safety cans, label them and place them on either side of the site; one near the machine shop and work table area and one near the area by the containers where pipe fitting often takes place. AFTER DAILY USE, ALL DIRTY RAGS MUST BE PLACED IN ONE OF THESE TWO CANS!

At the board meeting on December 1st, the Board of Directors appointed Annie Sanchez to the position of Assistant Safety Officer.

Our next task will be to review our hazardous materials inventory and bring all of our Safety Data Sheets up to date.

Administrative Work – Mike Hartshorne

Mike will be out of pocket for a while due to work schedule at the VA. A few things he needs someone to pick up on his duties are:

- 1) Fundraising – write grants, thank you notes, write reports when we receive money and how money was spent if it's requested.
- 2) Photos – Dave T. to provide photos to Rick. Alternately, Rich can show him how to download to him with captions.
- 3) Yearly May Report to LUCC

See Ruth K. for any questions.

Rick M. says the store will be closed 12/26/18 for yearend inventory. Calendars are going to be \$10 as we need to get rid of them. Mailing will be \$2 extra. More denim shirts will be ready for pick-up.

Meeting Adjourned – Next Meeting 1/12/19 @ 8:30 AM at the site

Submitted by,

Gail Kirby

Secretary, NMSL&RHS