



# SOUTHAMPTON RAILROAD STATION SOCIETY

BOARD OF DIRECTORS MEETING MINUTES

THURSDAY, JULY 18, 2013 – 7:00 P.M.

WWW.SRRSS.ORG

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**BOARD ATTENDEES: Present**

Frank Baldwin

Jim Day – PRESIDENT

Leon Duminiak

Gina Frey – TREASURER/MEMBERSHIP

Jon Frey

Charlie Liberto

Jim Rose – VICE PRESIDENT

**Absent:**

Paul Iverson – SECRETARY

Don Reese

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**MEMBERS/PUBLIC ATTENDEES:** Steve Iverson

Annette Iverson

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**TOPICS OF DISCUSSION:****OLD BUSINESS**

- **Meeting Minutes Approval – Thursday, June 20, 2013**
  - Approved, with one change: make “Monthly Workshop” its own separate discussion topic.
- **Treasury and Utilities Report**
  - Gina Frey reported current balance in Society’s account is \$2,419.84. She indicated the amount does not reflect the funds paid for membership with the Bucks County Pennsylvania Conference and Visitors Bureau, which will be recorded in next month’s report. Treasurer’s report was unanimously approved by SRRSS Directors [see attached documentation].
  - July PECO bill not yet received; will be recorded in next month’s report.
- **Membership Report**
  - Gina Frey reported one renewal membership; one new membership obtained at the 6.22.2013 Evening Photo Shoot; and one new membership by mail.
- **Station Society Website**
  - Jon Frey reported removing information on the 6.22. 2013 Photo Shoot from the main page, and updating the “Events” tab to include information on the 2013 Holiday Railfest. Jim Day suggested listing the SRRSS’s standing committees (Membership; Grants; Bylaws; Events; and Nominating) on the website; he also suggested moving details about the Raffle to the site’s main page for more attention.
- **By-Law Revision Approval**
  - Jim Rose made motion to accept revisions as discussed during last month’s meeting; Leon Duminiak seconded. Motion was approved.

**CAPITAL PROJECTS**

- **Water/Sewer Update**
  - Jon Frey reported that his letter to Angermeier, Inc. still has not received a response. Charlie Liberto and Frank Baldwin offered to stop by the Angermeier office to find out more

information.

- **Other Site Maintenance/Activity**

- The growing grass and weeds require attention. Regular site maintenance is needed, but malfunctioning lawnmowers, lack of volunteers, and too much rain/heat have impeded progress. Suggested alternatives are: hiring a mowing service; contacting SEPTA; and reaching out to community-minded organizations such as the Boy Scouts. Charlie Liberto and Frank Baldwin stated they would contact Wayne at Public Works to discuss lawn care on a regular basis. (They would also talk to Wayne about the piles of trash left behind on the site from one of the rental units.) Jon Frey reported that two of the three unusable mowers were to be collected this weekend.

## MONTHLY WORKSHOP

- **Next Monthly Workshop – August 10, 2013 (or possibly sooner)**

- On Saturday, July 13, a heavy rainstorm caused muddy water to pour across the station site and into the drain. The flow of the water was observed by Jon Frey and Jim Day as coming from the construction lot. [See “*Toner Development*” below.]

## GRANTS

- **Bucks County Foundation** – The application was delivered on July 15. Jon Frey stated that since a site evaluation is to be expected from the BCF between now and September, the station should undergo a thorough cleaning and reorganizing.
- Jim Day stated that he thinks a more detailed budget and better documentation for the chimney restoration project is needed. Jim Rose stated he would draft a slightly more detailed budget (not including labor costs) that would still reflect the estimate obtained by Schneider Bros. Contractors.
- The current version of the “Southampton Railroad Station Restoration and Site Improvement Proposal” is ready to be given out to community banks, businesses, philanthropic organizations, and other funding sources.
- Jon Frey suggested meetings related to funding development should be convened outside of the regular Directors’ meetings.

## UPCOMING EVENTS

- **September 7 – Tamanend Park Day**

- Jim Day asked about creating additional Southampton railroad-related displays or presentations for the event. Jim Rose indicated that the current displays and the two picnic tables in the Pavilion were sufficient during the 2012 TPD.

- **December 7 – Fourth Annual Holiday Railfest**

- Charlie Liberto indicated that he will be reducing the number of vendors this year, and will also attempt to obtain the Camelback for display again. He asked to reduce the entrance fee for people 12 years and older from \$5.00 to \$4.00 due to some complaints at last year’s event. He also asked Jon Frey to create new advertising posters.

## NEW BUSINESS

- **Nominating Committee for Upcoming Board of Directors Election (October 13, 2013)**

- Member Steve Iverson suggested the establishment of a 3-person Nominating Committee, to be overseen by one officer, one director, and one active member. The committee would be

led by Mr. Iverson (member), Gina Frey (officer), and possibly Don Reese (director). The committee would establish a format and a proposed timeline of events. A chairperson would be decided when the committee holds its first meeting. The current directors and/or officers will be polled to determine the number of open positions to be placed on the ballots. Community businesspeople and all SRRSS members will be contacted as possible nominees; a report of said nominees will be presented at the August SRRSS Directors' meeting. (It will be noted for the future to contact members regarding open seats on the board well in advance.)

- **Sublease agreement UST/SRRSS**

- Jim Day reported Supervisor Golden will research the station leasing records, but in the future he may approach the supervisors for a more formal leasing agreement between the UST and the SRRSS.

- **Toner Development**

- Continued heavy rains have again produced muddy runoff to pour from Mr. Toner's development across the station parking lot. Recent flooding in the lot's drain—reported by Jim Day to be clean and free of weeds—have led to the nearby home renters to file a complaint with UST against the SRRSS. Photos of the lot flooding were taken by Jon Frey and forwarded to Jim Day, who forwarded them to Mr. Golden. Jim reported that Mr. Toner will likely be fined by UST for improper storm water management, and the case would be forwarded to the Bucks County conservation offices. It is recommended that the SRRSS keeps dated photo documentation of any future flooding.
- Jim Day reported Mr. Golden is hopeful to retrieve funds from Mr. Toner toward the repair of the station, as per Toner's offer made back in January.
- Jim Day reported to have seen the design of the underground basins on Toner's latest development plans, and indicated the basins are to drain water into pipes under Second Street Pike and not under the station site.

- **CPA Audit**

- Gina Frey delivered the SRRSS financial books on a flash drive to Paul Iverson in early July. Paul is to meet with an accountant from Phoenix Tax Consultants during the last week of July.

- **Current Inventory Items**

- Gina Frey reported there is no longer any stock of extra-large T-shirts; she will total how many shirts are currently available. Charlie Liberto indicated he used Shirt Gallery in Trevese to produce the current T-shirts. Jim Rose will create a new design for the T-shirts, in anticipation of possibly stocking items for sale at the Bucks County Visitors Center.

## MISCELLANEOUS

- **Steam Pub**

- No further activity. (Leon Duminiak suggested holding a beef & beer brunch fundraiser for station at the pub.)

- **New Inventory Items**

- **2014 Calendar** - Charlie Liberto presented the estimated mockup created by the printers: an 8½" x 17" black-and-white calendar on glossy paper featuring high-resolution photos. The front cover depicting the Bryn Athyn cut in winter will be in color; the back cover will depict an ad for the SRRSS, to be designed by Jon Frey. The cost for printing 100 calendars will be \$500.00 (\$5.00 each) plus \$300.00 in additional preparation expenses, for a total of \$800.00.

The calendars could be sold to the public for \$10.00. He agreed to contact board members by the end of July when the final proof is ready for review.

- **Mugs** - Charlie also indicated he will also have commemorative mugs created.
- **Commemorative Tiles** – Jim Rose presented a new tile design depicting the Reading Railroad terminal; the tile will be shortly sent to the printers.

#### **OPEN DISCUSSION**

- **Creation of a Fall Event**
  - Jon Frey suggested holding an antique car show on the station grounds in October. Further plans will be presented at the August SRRSS Directors' meeting.
- **Membership with the Reading Company Technical and Historical Society**
  - Amount of corporate level membership is \$150.00. Discussion shelved until August SRRSS Directors' meeting.

*Next Board Meeting:*  
**Thursday, August 15, 2013 at 7:00pm**  
**Upper Southampton Township Municipal Building**

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Jim's great-great grandfather/conductor, **Tombstone Rose**, used to sell alcohol to local Indian tribes.

**Southampton Railroad Station Society**  
**Board of Directors Meeting**  
**Treasurer's Report**  
Reporting Period: June 20, 2013 – July 18, 2013

Carry forward from previous S.R.R.S.S. Board of Directors Meeting: **\$2,311.93**

ACTUAL IN	ACTUAL OUT	NET
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GRANTS (Not applicable)

FUNDRAISING (Not applicable)

PASSIVE INCOME

1 new membership (Individual Level – Check)	\$15.00	\$0.00	\$15.00
1 renewal membership (Family Level – Cash)	\$20.00	\$0.00	\$20.00
1 new membership (Special Event Rate – Cash)	\$5.00	\$0.00	\$5.00
6.22 Evening Photo Shoot – donations	\$84.00	\$0.00	\$84.00
6.22 Evening Photo Shoot – t-shirt sale	\$8.00	\$0.00	\$8.00
6.22 Evening Photo Shoot – tile sales	\$24.00	\$0.00	\$24.00
<b>TOTAL</b>	<b>\$156.00</b>	<b>\$0.00</b>	<b>\$156.00</b>

ADMINISTRATIVE

Deposit of miscellaneous petty cash recorded in last month's report	\$30.00	\$0.00	\$30.00
A. Perrong payment for newsletter advertisement	\$20.00	\$0.00	\$20.00
6.22 Evening Photo Shoot – Payment to Disc Jockey Larry Simmons	\$0.00	\$75.00	-\$75.00
Office Max (Advertisement supplies for 6.22. Evening Photo Shoot)	\$0.00	\$23.09	-\$23.09
July Electric Bill (PECO)	\$0.00	(Carry Over to Next Month's Report)	\$0.00
Membership with Bucks County Pennsylvania Conference and Visitors Bureau	\$0.00	(Carry Over to Next Month's Report)	\$0.00
<b>TOTAL</b>	<b>\$50.00</b>	<b>\$98.09</b>	<b>-\$48.09</b>

<b>ACTUAL TOTALS</b>	<b>\$206.00</b>	<b>-\$98.09</b>	<b>\$107.91</b>
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*Increase in Funds:* **\$107.91**

*Funds available as of July 18, 2013:*

- |  |                   |
|--|-------------------|
| 1. First National Bank of Newtown account: | <b>\$2,419.84</b> |
| 2. PayPal account:                         | <b>\$0.00</b>     |
| 3. Petty cash:                             | <b>\$0.00</b>     |

TOTAL: **\$2,419.84**

**Southampton Railroad Station Society**  
**Profit & Loss**  
**June 2013**

	<b>Jun 13</b>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Direct Public Support</b>	
Gifts in Kind - Goods	0.00
In-Kind Income	25.00
Individ, Business Contributions	-5.00
<b>Total Direct Public Support</b>	20.00
<b>Other Types of Income</b>	
Advertising Sales	25.00
Inventory Sales	32.00
<b>Total Other Types of Income</b>	57.00
<b>Program Income</b>	
Membership Dues	60.00
<b>Total Program Income</b>	60.00
<b>Special Events Income</b>	
Special Events Contributions	114.00
<b>Total Special Events Income</b>	114.00
<b>Total Income</b>	251.00
<b>Cost of Goods Sold</b>	
Cost of Goods Sold	0.00
<b>Total COGS</b>	0.00
<b>Gross Profit</b>	251.00
<b>Expense</b>	
<b>Business Expenses</b>	
Online Merchant Services	0.74
<b>Total Business Expenses</b>	0.74
<b>Facilities and Equipment</b>	
Rent, Parking, Utilities	72.49
<b>Total Facilities and Equipment</b>	72.49
<b>Operations</b>	
Special Events Expenses	98.09
<b>Total Operations</b>	98.09
<b>Total Expense</b>	171.32
<b>Net Ordinary Income</b>	79.68
<b>Net Income</b>	<b>79.68</b>

**Southampton Railroad Station Society**  
**Profit & Loss**  
 April through June 2013

	<u>Apr - Jun 13</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Direct Public Support</b>	
Gifts in Kind - Goods	0.00
In-Kind Income	25.00
Individ, Business Contributions	-5.00
<b>Total Direct Public Support</b>	<u>20.00</u>
<b>Other Types of Income</b>	
Advertising Sales	25.00
Inventory Sales	32.00
<b>Total Other Types of Income</b>	<u>57.00</u>
<b>Program Income</b>	
Membership Dues	125.00
<b>Total Program Income</b>	<u>125.00</u>
<b>Special Events Income</b>	
Special Events Contributions	114.00
<b>Total Special Events Income</b>	<u>114.00</u>
<b>Total Income</b>	316.00
<b>Cost of Goods Sold</b>	
Cost of Goods Sold	0.00
<b>Total COGS</b>	<u>0.00</u>
<b>Gross Profit</b>	316.00
<b>Expense</b>	
<b>Business Expenses</b>	
Online Merchant Services	0.74
<b>Total Business Expenses</b>	<u>0.74</u>
<b>Facilities and Equipment</b>	
Rent, Parking, Utilities	130.21
<b>Total Facilities and Equipment</b>	<u>130.21</u>
<b>Operations</b>	
Postage, Mailing Service	9.20
Special Events Expenses	98.09
<b>Total Operations</b>	<u>107.29</u>
<b>Total Expense</b>	<u>238.24</u>
<b>Net Ordinary Income</b>	<u>77.76</u>
<b>Net Income</b>	<u><u>77.76</u></u>

**SOUTHAMPTON RAILROAD STATION SOCIETY  
GRANT STATUS ADDENDUM**

Grant	Filing Due Date	\$\$\$ Limit	\$\$\$ Requested	\$\$\$ Granted	Status	Website
<b>NRHS/NRHS Del Val Chapter</b>	.....	.....	\$1,000	\$500 (NRHS); \$500 (Del Val)	Received; NRHS Status Update submitted 6/7/13; <b>complete</b>	www.nrhs.com; www.delvalnrhs.org
<b>Bucks County Foundation</b>	7/15/13	\$100K	.....	.....	Submitted 7/15/13; accepted 7/17/13	<a href="http://www.dvg.org">www.dvg.org</a>
<b>Preservation Pennsylvania</b>	.....	\$50k	.....	.....	<b>Application in process</b>	<a href="http://www.preservationpa.org/page.asp?id=7">www.preservationpa.org/page.asp?id=7</a>
<b>Keystone Historic Preservation</b>	10/1/13- 3/31/15	\$5K-\$25K	.....	.....	Missed 2013 deadline; will apply 2014	<a href="http://www.portal.state.pa.us/portal/server.pt/community/grants/3794/keystone_historic_preservation_project_grants/426654">www.portal.state.pa.us/portal/server.pt/community/grants/3794/keystone_historic_preservation_project_grants/426654</a>
<b>Meeting Schedule</b>						
June 20, 2013 (after BOD meeting)						
July 11, 2013						