



**National Railway Historical Society  
Fernley & Fernley Activity Report  
September 2009**

THIS DOCUMENT IS MEANT TO HIGHLIGHT CURRENT NRHS PROJECTS AND/OR ACTIVITIES, SO THAT WE MAY MAINTAIN AND ADVANCE COMMUNICATIONS BETWEEN THE LEADERSHIP AND MAIN OFFICE STAFF. THE INFORMATION AND PRESENTATION MAY VARY SLIGHTLY FROM MONTH TO MONTH, AS THE NATURE OF OUR WORK IS SO DIVERSE.

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**TO:** NRHS National Officers  
**DATE:** 30 September 2009  
**SUBMITTED BY:** Kristen Olszewski, Director

### **Membership**

- Prepared New Member packet materials and sent to volunteer
- 32 new members processed
- 2010 Dues Process:
  - 63 member status sheets and 52 Chapter update sheets were processed
  - Dues invoice shells were sent to the printer to begin printing
  - Dues data is being finalized today to be sent to the printer
  - Dues processing manual and schedule were edited and formatted by Kate Marlys and Barry Smith and emailed to all EBC's
- Monthly donation letters were mailed out on September 1, 2009
- 2007 lapsed member letters: requested quotes from two printers in the area to send out materials and print return envelopes. We should be receiving the quote any day.
  - All items are ready to be sent out – data and letter
  - There are 2061 people this letter will be sent to
- Emblem sales reports sent to Dave Baniewicz September 1<sup>st</sup>

### **Finances**

- All outstanding bills, invoices and reimbursements have been paid as of September 15<sup>th</sup> and 30<sup>th</sup>

### **Corporate/Board**

- Greg Molloy, Barry Smith and Bob Heavenrich were at the national office September 15-17<sup>th</sup> for the 2010 budget preparation work
- Bank paperwork submitted to Blackhawk to update the signers
- Kristen Olszewski made travel arrangements to attend Board meeting in St. Louis in October
- The link for the latest issue of the Telegraph was sent via email
- Board minutes and materials were forwarded to Jim Lilly to post on the website
  - Once the link is sent to me I will be forwarding the information out to Officers, RVP's, ND's, and Staff

### **RailCamp**

- No update at this time

### **NRHS Heritage Grants Program**

- Jack Salt announcement was distributed via email regarding his illness
- 2009 Grants letters were mailed to the recipients, along with the terms and conditions page
  - We have received 3 signed copies of the terms and conditions back to date
  - A reminder will be sent to those that have not submitted the paperwork on November 2<sup>nd</sup>
- 2010 Grant Process – application was sent to Jim Lilly to post on the website in a PDF and Word format
- A conference call is planned for June 7<sup>th</sup>, 2010 for the committee review board

### **NRHS General**

- Continue to respond to administrative requests per National Officers
- Continue to answer the 215-557-6606 line/respond to voicemails.- 48 phone calls received and responded to
- Continue to answer general and web related email addresses - responded to 99 emails
- Work with research volunteers to assign projects and provide assistance they may need on a weekly basis
  - Les is on vacation until second week in October
  - Burt will return to the office October 7<sup>th</sup>
  - Ray is in the office during their absence