

## Addendum 2

### Elected Executive Reports

Treasurers Report-----Page 2,3,4,5,6

Superintendents Report-----Page 7,8

Director At Large Report-----Page 9



# 7th Division PNR NMRA

## Annual Financial Report for the year ended October 31, 2015

The 7<sup>th</sup> Division remained in solid financial condition for another year, albeit it there was little activity in the records. Cash and investments make up all of the \$17,336 in assets. There are currently no outstanding invoices to be paid.

The \$8,709 Guaranteed Investment Certificate held with TD Canada Trust matured on August 4, 2015. It has not yet been renewed, but will be discussed by the 7D board.

Revenue is up \$135 (14.9%) in the category of PNR Membership Rebates, as the PNR provided a larger share of its NMRA rebate to the divisions. It is anticipated a similar rebate proportion will continue into future years. Revenue is down \$304 (17.8%) in the category of Donations-Shows, as annual amounts can vary significantly. There were no revenues from the Video Library in fiscal 2015. Interest Earned from the matured investment was \$229.

The primary expense remains the publishing and distribution of the Bulletin Board and the annual election ballot. Printing and mailing costs of \$485 were smaller than usual as the board decided to forgo the mailing of the annual ballots. The Division is likely at the saturation point for reduction of printing and distribution costs for the Bulletin Board.

It was decided by the 7D board to move the 7D web site to its own server. The cost was \$154.68 to do so.

It was decided by the 7D board to have Greg Kennelly construct 4 new, light waight poster boards for the use at various show events. The cost was \$445.60. These boards will replace the aging wooden board, plus allow other 7D members to transport the displays more easily.

The NMRA provides \$1 million in liability insurance at no cost to divisions and 100% clubs who rent a facility to hold a public event. Several BC-based facilities are now demanding \$2 million up to \$5 million in liability insurance. The NMRA Board has decided that it is not currently necessary to arrange an increase the coverage within a blanket policy. Therefore, it is incumbent on the event organisers to obtain the extra coverage. The 7D board decided that for any division sponsored event, the 7D will cover the cost of the extra insurance, and the board is investigating the availability and cost to do so.

L.A. (Larry) Sebelley  
Treasurer



# 7th Division PNR NMRA

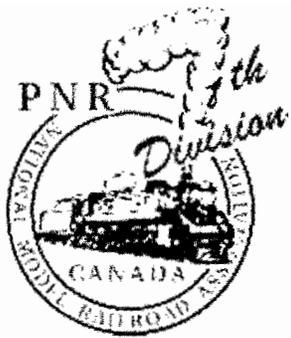
## Annual Financial Report

### Comparative Balance Sheet

	October 31, 2015	October 31, 2014
<b>Assets</b>		
Current Assets		
Operating Bank	\$ 17,336	\$ 7,223
Petty Cash	200	200
Investments (Note 1)	-	8,709
Accounts Receivable	-	-
<b>Total Assets</b>	<u>\$ 17,536</u>	<u>\$ 16,132</u>
<b>Liabilities</b>		
Current Liabilities		
Accounts Payable	\$ -	\$ -
<b>Total Liabilities</b>	<u>\$ -</u>	<u>\$ -</u>
<b>Equity</b>		
Retained Earnings - Prior Years	\$ 16,132	\$ 14,418
Current Earnings	1,404	1,714
<b>Total Equity</b>	<u>\$ 17,536</u>	<u>\$ 16,132</u>
<b>Total Liabilities and Equity</b>	<u>\$ 17,536</u>	<u>\$ 16,132</u>

**Note 1: Investments**

Guaranteed Investment Certificate held at TD Canada Trust not renewed in August.



# 7th Division PNR NMRA

## Annual Financial Report

### Comparative Income Statement

	For the Year Ended October 31, 2015	For the Year Ended October 31, 2014
<b>Revenue</b>		
PNR Membership Rebates	\$ 1,040	\$ 905
Donations - Shows	1,400	1,704
Donations - Members	-	-
Advertising	-	-
Video Library	-	-
Interest Earned	229	-
Miscellaneous Revenue	-	-
<b>Total Revenue</b>	<b>\$ 2,669</b>	<b>\$ 2,609</b>
<b>Expenses</b>		
Bulletin Board Printing	\$ 154	\$ 285
Bulletin Board Mailing	331	258
Achievement Program Mailing	-	-
Awards	42	171
Video Library	-	-
Legal Expenses	87	39
Insurance Expenses	-	115
Membership Expenses	50	-
Advertising Expenses	-	-
Internet	155	-
Office Supplies	-	27
Bank Charges	-	-
Miscellaneous Expenses	446	-
<b>Total Expenses</b>	<b>\$ 1,265</b>	<b>\$ 895</b>
<b>Net Profit</b>	<b>\$ 1,404</b>	<b>\$ 1,714</b>



# 7th Division PNR NMRA

Donations from Shows  
in the calendar year received

Train Show	2009	2010	2011	2012	2013	2014	2015
Mid Island Train Show	\$ 700	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Victoria Model Railroad Show	\$ 200	\$ 300	\$ 100	\$ -	\$ -	\$ 400	\$ -
TRAINS Burnaby	\$ 700	\$ -	\$ -	\$ -	\$ 804	\$ -	\$ -
Shuswap Rails 2010	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -
Goldpan Express 2012	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -
Kamloops Spring Meet 2013	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ -
Kamloops Spring Meet 2014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 1,600	\$ 1,800	\$ 600	\$ 1,500	\$ 1,704	\$ 1,050	\$ 500

**PNR 7th Division Superintendents Annual Report  
November 2015**

With the submission of this report I end my second and final term as the PNR 7th Division Superintendent. My time as superintendent has been both challenging and rewarding.

I have enjoyed working with everyone, especially those who have helped keep the 7th Division alive and meaningful. I thank everyone who has and does serve the Division. A special thanks to the executive members - who are the Division Directors - and to all of those in appointed and Area Representative positions. There are several people in appointed positions that I must mention: Brian Clogg, Dick Sutcliffe, John Stevenson and Larry and Lori Sebelley. John Green has been a mainstay for years and continues to do a good job as the Ross Heriot Award coordinator. They all work hard on our behalf. The Area Representatives are the first people that new members can contact, so their importance can't be highlighted enough. Thank you all!

As this is my last annual report I thought that I would summarize what we have accomplished over the past four years and what is left to do. A lot of people worked to make the accomplishments happen, however in the interest of being brief I won't recognize them here.

The Vancouver Train Expo (formerly "TRAINS") - we worked hard to secure a new committee after the entire TRAINS 2012 committee resigned to take a well-deserved break after many, many years of work.

Policy Manual - we wrote and published our first-ever policy manual.

Website - we acquired our own web domain and made our web site the place to go for information and posted all of the important division documents there.

Distribution of information - we ensured that all timely division information is now sent by email from one source, our secretary.

Publicity - we built four sets of light-weight display panels that are easy to transport to events to promote the 7th Division. We started to donate 6-Month Rail Passes as door prizes at events.

Bulletin Board - we ensured that the BB is published on a regular schedule and we have reduced the number of hardcopies printed and snail-mailed out to members to under 50 for each issue

Events - we held three successful spring meets and three one-day shows in Victoria and four in Nanaimo.

PNR Annual Meet - we were able to secure a committee to organize and host the PNR annual convention for our turn in 2016: Selkirk Express 2016 in Salmon Arm.

Awards - we presented the Jack Work Award to Mike Chandler in 2013 and the Ross Heriot Award to Greg Madsen in 2014 and there will be a Ross Heriot recipient this year. Mike Chandler is our latest Achievement Program (AP) Master Model Railroader (MMR) with others like Steve Stark, Kyle Gardiner and Mark Dance well on their way to earning MMR awards.

So thank you again to everyone who helped make all of this happen!

Now, what is left to do?

Jim Ferrier Collection held in Revelstoke - despite a very good effort by Doug Mayer and some progress, we have not been able to achieve our goal of digitizing this important 7th Division collection due to a lack of volunteers to do the work.

Bill Hewlett Collection - we have yet to make progress on digitizing this other important 7th Division collection of images, the majority being held by Greg Kennelly.

Bulletin Board digital back issues on our web site - we have talked about making digital BB back issues available on our website, however we have not made any progress yet.

Event Insurance - we were unable to convince the NMRA to increase the minimum insurance coverage on the annual policy they provide to the level required by our event venues.

Volunteers - we were not always able to entice enough members to volunteer for various duties from helping to organize spring meets to taking on the publicity coordinator's position to serving as area representative positions in some regions, the latter of which remain vacant.

Member Retention - although we have maintained a membership of over 300 we probably have lost members that we shouldn't have and we haven't done a good enough job of contacting those who acquire 6-Month Rail Passes.

I believe I have highlighted the key items but without doubt I have missed accomplishments and items requiring additional action.

I wish all the best to the new incoming Superintendent and Assistant Superintendent and believe that the 7th Division is in good shape, but still with the need for some work to be done.

Please be active in our organization by providing feedback to your executive and by volunteering to help wherever you can.

Respectfully submitted,  
Russ Watson  
October 12, 2015

**Nation Model Railroad Association  
PNR 7<sup>th</sup> Division**

Member-at-large report for 2015

While I have taken part in many email conversations regarding the business of the Division, I have not a lot to report on what is not to be covered in the business at the AGM.

I was my pleasure once again to be the nominations chair for the annual elections of officers. This year the positions of Superintendent and Assistant Superintendent are open. It is always an adventure to find members that are willing to step forward and work behind the scenes to make the Division function. I would like to thank Jim Guillaume and Dan Rowsell for letting their names stand for election. This year as a cost saving measure we will be holding the election at the AGM.

We have over 300 members and it is always difficult to find volunteers who would like to make a contribution to the Division by running for office. (Remember this will help to qualify for a certificate in the AP program) I know some will think that someone else will do it and you might be right but if you are not happy with the way the Division operates or have good ideas to help move it forward, please consider volunteering in the future. You can make a difference.

Respectfully submitted  
Ken Rutherford