



Board of Directors Meeting
Friday, December 21st
8:00am at the Golden Spike Tower

Open House/Welcome from 7:45am-8:00am

1. Call to order Bonnie Kruse, Interim President
 2. Roll call & Introductions Bonnie Kruse, Interim President
 3. Approval of minutes Jennifer Priest, Secretary
 4. Presidential Comments Bonnie Kruse, Interim President
 5. Committee Reports
 - a. Growth Committee (Site, Marketing, Attendance, Events)
 - i. Committee Report
 - ii. Next Meeting: 2nd Wednesday of the month, January 9th
 - b. Education Committee-NO REPORT THIS MONTH
 - i. Safety Stairs
 - ii. Virtual Tours
 - c. Operations Committee
 - i. Finance Meeting Report
 - ii. Audit in process, RJ Meyer filing taxes, Audit is complete
 - iii. Board of Director's: Open in town position
 - iv. Next Meeting: Monday prior to board meeting: January 14th, 12noon at NLNB
 6. Talk Topic: Budget Approval & Committees
 7. Executive Director Report and Questions (Attached) Kirsten Parker
 8. Next meeting: January 18th, 8:00am at the Golden Spike Tower
 9. Adjourn
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Snap Shot

	PP	2017	Comp	2018	
Admission	17	953		809	-161
Comp Passes		226		67	-159
Avg Ticket		4.05		5.71	+1.66
Avg Gift Shop		5.72		8.65	+2.93
Transactions		559		582	+23
Tours		2		2	0
Private Events		0		1	1

Top Departments by Qty
Postcards
Concessions
Souvenirs
Food Merchandise
Adult T-Shirts

Top Dept by Sales
Adult T-Shirts
Books
Souvenir
Toys
Caps

Top Items by Qty	Top Items to Sales
Honey Sticks	Flatzy Holiday Candles
Flatzy Holiday Candle	Historic RR Book
Candy Bars	Maroon T-Shirt (Stamp)
Soda	NP City Between Two Rivers Book
Windup Toys	Bark Ornament
Suckers	BY 2 Line T-shirt
Maroon T-Shirt (Stamp)	150 Trains a Day DVD
We Rode the OT Book	Orphan Train DVD
NP City Between Two Rivers	Orphan Train Novel
Historic RR	High Iron to NP Book

November, we were short staffed. I worked 3-4 shifts in gift shop per week. Down two part timers. Tierney Coon went to work for Cabelas, needing full time hours. Pam Ricketts, chose to not return after a short family leave, to care for her mother. Interviews to fill the position are in process.

Busy with holiday prep: Decorate the depot at the museum, 2 rooms at the Christmas at the Cody's and our Holidays Around the world.

Working on ABA Appointments, due January 4th.

Met with Lisa to discuss and create a position for full time employee: Special Events/ Tours/Community Outreach

Budget prep. Working with auditor to complete audit and 990 on time.

Completed our tax-exempt paperwork, to be delivered to court house.

Volunteer Party. They love the dinner and bingo! Suggestion: add a volunteer bingo night.

Starting inventory process.

