

Glenreagh Mountain Railway Inc.
Minutes of monthly Board Meeting
held on 16th April, 2009
at Glenreagh West

Ref	Item	Action
0.0	Meeting opened at 6.10pm, President Andrew Lee in the chair.	
1.0	Attendance: Andrew Lee (President), Peter Dickson-Smith (Sec.), Christopher Frost, Kevin Anderson (Vice-President), Ron Wells, Ron Paul, Terry Boatswain, Dennis Clack, David Page (Vice-President), Trevor Kelly, John Kramer. Apologies : Helen Bamford (Treasurer) Visitors : Judith Boatswain,	
2.0	Chairman's Opening Remarks : President Andrew welcomed members & visitors to the meeting and gave a brief overview of the Rail Safety Committee progress.	
3.0	Minutes of Monthly Meeting 12.03.09 : the minutes were tabled as read. Motion : <i>it was moved that the minutes be approved as an accurate record.</i> Moved : Terry Boatswain Seconded : Ron Paul	
	3.1 Matters Arising : item 18.6 Werris Creek lever frame has been removed and is no longer available.	
4.0	Treasurer : in the absence of the Treasurer the report was tabled. Moved Report Acceptance : David Page Seconded : Ron Wells Carried.	
	4.1 Glenreagh Heritage Railway Station : concern has been raised regarding accountability of the Station Restoration Group to GMR. GMR is responsible for the annual lease payment and insurance cover for personnel and public liability. The Group does not appear to have been active for some time and has not met for over 20 months. After discussion it was considered that the GHRF finances should be controlled by GMR. Motion : <i>It was resolved to invite the Secretary/Treasurer of the Glenreagh Station Group to the May Board meeting to clarify the accounting procedure.</i> Moved : Ron Paul Seconded : Ron Wells Carried	PDS
	4.2 Finance Committee Report : 1. Insurance : the Board noted the Finance Committee's recommendation however in view of the financial position it was resolved that Proposal 1 of the Secretary's report of 2 nd March 2009 be accepted. Motion : <i>additional insurance cover for buildings be sought for our Business Insurance Policy as follows :</i> <ul style="list-style-type: none"> • Glenreagh West (Moorland) Station Building \$60,000.00 • Lowanna Station Building \$250,000.00 • Glenreagh workshop, construction kit only \$60,000.00 • Glenreagh Tram Shed, construction kit only \$25,000.00 Moved : Terry Boatswain Seconded : Dennis Clack Carried	PDS
	3. Kubota : fuel & lubricant expenditure recommended for approval.	
	5. JR & Co. (now 360 Financial Vision) : it was recommended that their account be paid out in full. Moved Approval : David Page Seconded : Christopher Frost Carried	HB
	7. Funds Transfer : recommended that \$2,000 be transferred from Shop a/c S1.4 to the Working a/c S20 to assist with running costs over the next few months. Moved Approval : David Page Seconded : Ron Wells Carried	HB
	8. Closure of Accounts : <i>the Committee recommended the closure of the following accounts : Chook Shed, Perway, Carriage Restoration and any other inactive accounts.</i> Moved Approval : David Page Seconded : Ron Wells Carried	HB
	9. Chook Shed : GMR notice to terminate lease on 31 st March lodged and accepted. After discussion it was resolved to leave the rail track in	

situ as part of the fixtures. It was resolved to offer the fridge for sale.

10. Land Lease – PDS & Barbara Lukas : the comments & Recommendations of the Committee were noted. PDS stated that all he & Barbara were trying to achieve was a reasonable income stream for GMR & an agreement equitable to both parties. Because of pecuniary interest PDS then withdrew from further discussion.

After further discussion by the Board it was resolved that a new Lease Agreement be negotiated based on Proposal No. 2 contained in the letter to the Board of 10th March 2009 including written legal advice that the agreement would not contravene pecuniary responsibilities.

Moved : Dennis Clack **Seconded** : John Kramer

For the Motion : 8 Against the motion : 2 Motion Carried

PDS

5.0 Membership : no new membership applications received.

6.0 Management

6.2 RRFN : Whilst acknowledging that the autumn issue of RRFN was an excellent production the President read out a written criticism of some content of the last issue of the Railway Rain Forest News.

After discussion the following motion was proposed :

All editorial copy content for future issues of the RRFN must be approved by the Board before publication.

Moved : Ron Paul **Seconded** : Dennis Clack

For the Motion : 10 Against the Motion : 1 Motion Carried

6.3 GMR Records : when searching records for information held by GMR on items of rolling stock it is apparent that there are large gaps in the information. Referring to discussions between David Page & the Secretary it was resolved that a systematic search be organised to consolidate all information is gathered from all parties into a central file record. John Kramer & PDS agreed to co-ordinate search.

JWK/PDS

7.0 Accreditation Management :

7.2 Accreditation Review & Status : a new risk assessment, action plan & procedure plan has been submitted for the relocation of Tram 792 which is now being assessed by ITSRR.

AL

The Rail Safety Committee is progressing the documentation for our Accreditation Application we are hoping to lodge in the next two months. A progress chart will be tabled at the May Board meeting to keep members informed. The Progress Chart will be updated at each succeeding meeting.

RSC

7.2 MAP Training : The MOU document from MAP Training was tabled for approval. After discussion it was resolved that the following modifications to clauses in the MOU be requested to better match GMR interests and requirements

Clause “GMR will provide access to the following at no cost to MT”

1. Third dot point add words “**if available**” at end of list.

Term

2. second line – delete “**automatically**”
3. third line – after “**unless terminated by**” delete “**MAP Training**” & insert “**mutual consent**”.

The Secretary to request these changes and will contact Dominic Hawke of Map Training.

PDS

8.0 Correspondence : The correspondence was tabled as per schedules.

8.1 Matters Arising :

1. **Item 09.116** : from **Ken Grant** raising concerns regarding the reporting of the concrete sleeper problem and replacement cost. It was agreed that the Secretary would contact Ken and address his concerns.
2. **item 09.127** : from **Greg Wilson** – the letter in response to ours of 27.02.09 was discussed as it contained many false accusations and items of misinformation. Also it was obvious that he had misunderstood our use of the term “legal options”. It was resolved to respond to the letter expressing our concern at the tone of his letter and to explain that the intent of the words “legal options” was simply “legal” as opposed to “illegal”, there was never any intent to indicate court action which would not be in the best interests of either party.

PDS

- 3 **Item 09.136** : from **Robert Wilson**. Email exchanges giving information and advice regarding finalizing the “Deed of Settlement” were tabled. After

PDS

discussion it was resolved to write to Robert Wilson thanking him for his information and to thank him for the offer to fund the transfer of the Bogie Water Tank Wagon, which we would accept. We also wish would him and the other Plaintiffs good luck in their efforts to finalise the Deed.

PDS

9.0 Infrastructure Report : it was agreed that all items formerly addressed under Buildings & Site Works plus Perway would be amalgamated into the Infrastructure Report in future.

9.1 Report : tabled by David Page included items including : there had been no track damage to the track at Lowanna, CHCC has appointed Ray Love to prepare the Lowanna Conservation Management Plan (CMP), the G/W toilet is now in working order & the Access Ramp at Lowanna is complete except for the handrails.

At the meeting the Infrastructure Manager also reported that he had inspected the track from the Tallawudjah Creek Road crossing to Tallawudjah Creek bridge and for a considerable distance past the bridge. There appeared to be several washouts past the bridge, but he was of the opinion that all could be repaired. An inspection of the bridge by President Andrew also noted that one of the upstream piers appeared to be out of alignment.

9.2 Glenreagh West Station (Moorland) : the report tabled by Ron Wells Indicated that the station building was virtually complete with only internal finishing details remaining. Preparatory work was in hand to construct the access ramp following preliminary approval by the Engineer.

JG/RG

Ron also reminded the Board that he will be away on sabbatical leave for 2 months from 20th April 2009.

RW

9.3 Red Rattler : the Secretary reported that the DA to relocate the Red Rattler had been lodged on 16th April 2009. The Council Planning Officer had advised that the Building Surveyors would probably require an elevation and tie down details.

PDS

9.4 Perway : nothing to report on items a) ACI Siding, b) Timbertop, c) Glenreagh Yard, but David stated he would visit the Grafton Ferry Siding soon.

DP

10.0 Rolling Stock :

10.1 1919 Report : it was noted that a Boiler inspection & test would be required soon. Dennis undertook to contact Ian Lindsay (Qld) to ask if he could assist with the preparation and inspection of the testing

DC

10.2 Trikes : no report.

10.3 Carriages: the window frames requiring repair have been inspected and repairs assessed, the Rolling Stock Manager Terry Boatswain requested funds to carry out repairs, it was agreed that the repairs be funded from the general working account, costs to be advised.

TB

10.4 DSRM Rolling Stock at Lowanna : a paint analysis had been carried out with the test kit provided and all carriages tested positive to lead paint. It was resolved to write to DSRM (Keith Jones) and advise him of the results. The letter to include the advice to DSRM that GMR will not accept any responsibility for any incident or health issues involving the DSRM property occupying GMR land.

PDS

10.6 CPH 11 Steel Frame : a Structural Engineer had visited G/W and examined the steel structure installed as part of the restoration of CPH 11. The Engineer stated that the structure was sound and was more than adequate to replace the original timber framework. He will publish a final report for record purposes.

PDS

10.7 Tram 392 & Generator : the Engineer also examined the tow mechanism Connection between the Tram & Generator. He recommended that larger carbon steel bolts replace the existing towing bolts fitted, this has been done. An Engineering report will be forwarded.

PDS

11.0 Funding :

11.1 RDA : There is still no news of the Federal Government's new funding program.

11.2 Applications Lodged : the Secretary advised there was no news yet of results.

11.3 Bendigo Bank Grants : the Secretary advised he had part completed the application form for funding from the Bendigo Bank. He called for suggestions in addition to the original thoughts of funding a survey & drainage design for G/W. Ron Wells suggested a) water tank for station, b) pressure pump & plumbing, c) flag poles. Costs to be forwarded.

PDS

12.0 Tram Report :

12.2 Tram Shed Stage 2 : awaiting outcome of ITSRR submission.

- 13.0 Top End Report** : minutes of committee meeting 11th April tabled.
- 13.1 Lowanna CMP** : see 9.1 above.
- 13.2 Enviro Grant** : vegetation control is complete, further work planned.
Project is on time and within budget. DP
- 13.3 Bridge Timbers Donated** : timbers to be marked for projects and measured, work in hand.
- 13.4 Workshop Extension** : a recommendation to extend the workshop was deferred until planning approval was/was not required was confirmed. DP
Ron Wells confirmed that the roofing just dismantled from the covered eating area at G/W was available for the extension completion. DP
- 13.5 Access Ramp** : concrete work complete, TURSA providing funding for hand rails.
- 13.6 Heritage Open Day** : a Heritage Open Day is proposed for Lowanna Station opening to include Mid North Coast Machinery Restoration Club display. Planning recommended to start.
- Moved Approval** : David Page **Seconded** : Ron Wells **Carried** DP
- 13.7 Display Cabinets** : CHCC will fund cost of setting up Museum to the extent of \$1,500
- 13.8 Work for the Dole** : the EnviTE contract was not renewed by the Federal Government. TURSA are proposing a new program involving providing a bus to transport participants from Coffs Harbour to Lowanna. The Committee recommended approval to develop this program with TURSA.
- Moved Approval** : David Page **Seconded** : Ron Wells **Carried** DP
- 13.9 Lead Paint** : see 10.4 above.
- Moved Lowanna Minutes Tabled Accepted** : David Page
Seconded : Ron Wells **Carried**
- 14.0 Chook Shed** :
- 14.1 Lease Termination Notice** : lodged & acknowledged, see 4.2.9 above.
- 14.2 "S" Trucks** : transfered to Glenreagh.
- 15.0 Articles of Association** : deferred to a future meeting.
- 16.0 General Business Items** :
- 16.1 Barry Seghers** : member Barry Seghers has donated two solid silver coins to form the first two prizes of a fund raising project. a) \$20 comemorative coin for the opening of the Ghan – Alice Springs to Darwin & b) \$5 comemorative coin for 150 Years of Steam celebrations.
It was agreed to organize a raffle to be drawn at the 2009 AGM, other prizes to be sought.
- 16.2 Computers** : North Coast Computers are donating 2 computers. It was agreed that a donation of \$100.00 would be appropriate.
- 16.3 ORH Seminar** : the next ORH Seminar is scheduled for 27th April. Andrew Lee has nominated/volunteered to attend.
- 19.0 Next Meeting** : there being no more business the Chairman closed the meeting at 9.10pm. The next meeting will be held on **Thursday 14th May at 6.00pm in the Crib Room at Glenreagh West.**

Signed Chairman : **Date** :