

To: FRRS Board of Directors
From: Paul Finnegan, Webmaster
Re: Museum Web Page
Date: May 9, 2016

The museum [Staff](#) web page and the election information on the [Membership](#) page were updated on Saturday April 9th to reflect Wayne Morgan's resignation from the FRRS board.

We used the newly developed Crew Training Material web page for our annual rule training and exam sessions on April 9th and 10th. We had fourteen students (and three instructors) on Saturday and eleven students on Sunday. I created a down-loadable, static copy of the appropriate sub-set of the web site to use at training. It can be loaded on a memory stick or disk drive and functions just like the real web site. We used it at training and therefore the training class did not require internet connectivity. All the material we used is available on line on the Museum → Operating Department → [Crew Training Materials](#) web page.

On Monday April 11th, after being directed at the April 9th Board of Directors meeting, I added a link to the current web site [policy statement](#) in the footer to all our standard web pages.

Also on Monday April 11th, I posted an election update dated April 10th from David Epling on the [Membership](#) web page announcing the mailing of the election materials to members. The [4/10/16 Update from 2016 FRRS Election Chairman](#) link from the "*Latest Museum News Update*" box was enhanced to take you directly to the election portion of the Membership page.

Ethan Doty, myself and others have opened discussions about creating a Maintenance of Way Department home page similar to the Operating Department home page. It might host things such as:

1. Dept. Forms
2. Manual for Backhoe (Do we even have one? Question for D. Elems or Bil Jackson really.)
3. Manual for on rail tamper (Don't know if we have)
4. Manual for air tamper
5. Guidebooks (Tie replacement, Switch point adjustment, Track Inspection)
6. Track Standards
7. Manual for the 5 Ton capacity Burro Crane
8. Manual for the air spiker
9. Project List

I received and posted a new document, "*WPRM Track Trouble Report Form*", to the [Museum Forms and Documents web page](#) on April 14th. It should be used to report issues with our track at the museum.

Rick Gruninger sent me an email on Monday April 18th that we would run a caboose train on Thursday April 21st for a school visit to the museum. I posted this on the [Crew Sign Up web page](#) (Terry Maloney signed up for the event on Tuesday April 19th.) Rick Gruninger, Kerry Cochran and I continued emails about how we can better accommodate this type of event in the future. We (the entire society) need to improve our communications so we know long enough in advance to better support this type of activity.

On April 24th, the convention information was replaced on the home page with an announcement about opening day May 7th. Additionally the "*Latest Museum News Update*" box on the home pages ([desktop](#) and [mobile](#)) and the [webcam](#) pages was updated several times over the month as required. On May 6th the web page was appropriately updated to reflect the opening for the 2016 summer season.

In response to a user's comment, additional information about the Gift Shop and members' benefits were added to the [Contact Us](#) and the [Membership](#) web pages on April 30th. Specifically back issues of *The Western Pacific Headlight* and RAL gift certificates being available via phone from the Gift Shop was added to the Contact Us web page. More information was added to the Membership web page showing the various membership levels and the invitation to join the society was expanded.

Matt Elems worked with me to resolve two broken links on the museum news blog. Matt also provided two pdf files that were missing from the [Train Sheet Archive](#) for issue [#165](#). These files represented a Train Sheet insert about the 2014 convention. They were added to the archive and [Master Index](#).

Eugene Vicknair, Frank Brehm, Kerry Cochran and I continued work on the online membership join/renew project. Significant progress was made and I hope to release it in the near future. I had a brief phone conversation with Michael Clawson of Big Fish Creations that also touched on this topic this month.

Two special [Crew Calls](#) were added for the Operating Department this month. One for Media Day, May 27th and another for National Garden Railway Special June 27th. Both events already have had crew members sign up using the online tool.

Kenneth Finnegan reports he now has two servers on hand and is evaluating which would be the better choice for the replacement web cam server. He plans to order the video card this week (already funded by a private donation.) I sent a request to Charlie Spikes as facilities manager to investigate getting the broken bracket on one of the web cams repaired or replaced so when the server comes online, we have something better to show than the ground!