

## INFORMATION SHEET FOR CTTOM MEMBERS

1. Introduction: When attending CTTOM activities kindly wear your name badge to assist with membership familiarity. New members should feel free to engage others on zoom calls or while attending meetings. We are an educationally based non-profit organization, so engaging others at various events is important. Providing there is individual member permission, membership contact information will be available on a “members only” section of our CTTOM Website.
2. Items of Personal Interest:
  - a. You should have a personal key fob for entry to CTTOM and a personalized CTTOM name tag.
  - b. Ability to attain personalized shirts and jackets. You may buy your own shirt/jacket and have the logo placed or purchase everything at Crystal Clear Logos, 2545 West 20<sup>th</sup> Street, Unit J, Antioch, CA 94509 <sales@crystalclearlogos.com> (800) 755-0377. You may purchase personalized custom CTTOM coffee Mugs: Lewis Sales [daylightsales@gmail.com](mailto:daylightsales@gmail.com) (800) 557-9899.
3. CTTOM Familiarity:
  - a. Schedule: Aside from dues requirements, dedication to support our Open House events (3 weekends per year) is imperative; Awareness of other CTTOM activities is best accomplished by joining the General Membership Meetings on the 2<sup>nd</sup> Saturday of the month at 1:30 PM. Train Run Dates are the third weekend of the month from

- 1 PM until 4 PM. Other activities and meeting dates will be notified via email.
- b. CTTOM Layout Instruction Manual: PDF file available and hard copy is located at Williams Tower and Conference Room.
  - c. CTTOM Layout Schematic: PDF file to be available and large tri-fold can be viewed in the Conference Room.
  - d. CTTOM Bylaws and Policies: A current hard copy is located in the Conference Room and will be on the “members section” of the CTTOM Website.
  - e. Sign-in Log: Use upon entry to CTTOM facility. Brown logbook on table in Conference Room.
  - f. CTTOM Website [www.cttom.org](http://www.cttom.org) and “CTTOM DISPATCH” is a quarterly publication sent via email. All members are encouraged to support the publication with train articles of interest. Articles may be sent to the editor, Art Walton [Arthurwalton@gmail.com](mailto:Arthurwalton@gmail.com).
4. Participation Opportunities: Layout (scenery, wiring, building items at home). Projects: open house pamphlet for visitors. Membership assistance. Inventory and warehouse assistance. Joining sales table at various train shows and CTTOM venues. Open House positions (see paragraph number 5 for contact information).
5. If there are any questions or recommendations, please don't hesitate to call or text Charles Cherezian (925) 899-4471 or Dave Pfeifer (510) 325-4674. Request for a special visit to

run trains with guests should be notified to Will Taylor (925)  
228-0034.