



2017 Annual Report

Table of Contents

Collaboration with Governmental
Units..... 3

General Project Planning &
Administration 4-8

Public Awareness Campaign..... 9-10

Fundraising 11-13

Financials..... 14

Save the Northfield Depot is an incorporated 501(c)(3) non-profit organization. Contributions are tax-deductible to the extent permitted by law. Our tax-identification number is 27-2081273.

Board of Directors

- Rob Martin
Co-chair
- Lynn Vincent
*Co-chair & Fundraising
Committee Chair*
- Clark Webster
Treasurer
- Pat Allen
*Fundraising Events
Committee Chair*
- Rob Martin
*Design and Build
Committee Chair*
- Alice Thomas
*Secretary & Communications
Committee Chair*
- Chip DeMann
Renovation Advisor
- Baird Jarman
Renovation Advisor

Save the Northfield Depot is pleased to present a summary of our 2017 activities and accomplishments—made possible by the generous contributions of time, energy, and money from the Northfield community.

We are grateful for the support of our mission: to rescue, rehabilitate and reuse the 1888 depot to retain an important part of our heritage. We are committed to:

- **Historic Preservation:** protecting and preserving a key part of the Northfield heritage and pride of place
- **Economic Development:** providing a catalyst to the economic development in the city
- **Sustainability:** reusing existing buildings as a responsible use of our resources
- **Beautification:** assuring the depot is appropriately maintained, free of blight, and a visual asset to the community
- **Building Community:** providing community gathering places to promote opportunities for social interaction and public events
- **Education:** educating current and future generations about the rich history and role of the railroads and the depot in Northfield



Collaboration with Governmental Units

City of Northfield

- **City Council.** *Save the Northfield Depot* provided updates on repair and financial progress to council.
- **City Administrator and Engineer.** Several meetings were held with city staff regarding the construction of the driveway and about bids for the plans, involvement with a meeting of transportation providers (Hiawatha Transit and Northfield Lines), and best use of the TIF funds allocated to the driveway project in 2016. City staff recommended that the city use the TIF Funds, previously allocated to the depot driveway in 2016, to leverage state funding for the driveway and transit hub.
- **Building Inspector.** In consultation with the city building inspector, decisions were made about the anchoring of the new roof brackets, the reinforcement of a wall in the original baggage room that was damaged at some unknown date by a fire and the use of vapor barrier paint on exterior walls.

Commissions/Boards

- **Heritage Preservation Commission (HPC).** *Save the Northfield Depot* provided a guided tour of the depot followed by a more detailed update of the progress and renovation plans. The program specialist from the State Historic Preservation Office (SHPO) joined the tour and update meeting.

At the request of the HPC coordinator of their 2016 initiative to educate the public about preservation, *Save the Northfield Depot* provided a newspaper article about a significant contributor to preservation in Northfield, the late Steve Edwins. Steve was a community visionary and devoted public servant for preservation. His vision of restoration of the depot was only one of many of his contributions.

- **Minnesota Historical Society (MHS).** Communications with MHS have focused on the evaluation of the depot for eligibility for the National Register of Historic Places. Funding for an evaluation was received in 2016 and the report submitted, but MHS judged it premature since the renovation was not yet complete. The evaluator will be updating the report once more of the work has been completed. *Save the Northfield Depot* provided updates on the restoration progress to the national register historian at SHPO.



General Project Planning & Administration

In 2016, activity focused primarily on the final purchase of property and building, the move, and immediate needed repairs. In contrast, the focus in 2017 has been the restoration and planning for the future.

The Design and Build Committee is responsible for the restoration planning recommendations to the board and consists of board members, a community member, and the project architect. A contractor was hired for the earlier move and initial repair, but the Board members are now sharing the typical responsibilities of a general contractor (e.g., obtaining bids for work requiring professionals and coordinating their work with volunteers).

Repair and Renovation of Building

The highly visible exterior renovation is only a portion of all the work completed during 2017. The work has been accomplished by professionals and by very able volunteers — a true community effort on this historical renovation project. Through their time, money, and in-kind donations, members of the community have supported the completion of the following exterior and interior work.

Exterior:

- New roof and new chimney completed using the original brick pattern.
- Brick and limestone lintels added to the station master's bay using 1888 plans.
- Most exterior paint on eaves and brackets removed and repainted by volunteers. Mad Dog Paints and Sherwin Williams donated paint.
- Volunteers hand-crafted bracket replacements using the original design.



Chimney: Bricks were sawed to obtain 3 different thicknesses to achieve the 1888 pattern; a total of 350 recycled bricks were used. Once the chimney was completed, new shingles could be added. The chimney conceals the bathroom vent pipe.



New Shingles: Spots on the roof were repaired before adding new shingles (donated by SageGlass/Saint-Gobain and their CertainTeed Roofing company). After shingling, interior work (e.g., insulation and drywall) could continue without threat of water damage.



Station master's bay: A stone mason added reclaimed bricks, limestone water table and lintels to the station master bay constructed last year. Construction of the bay was funded with a donation by Norman and Lori Oberto and family.

General Project Planning & Administration

A distinctive exterior feature of the depot is the design of the large, attractive brackets supporting the eight-foot-wide eaves. Ten new brackets were needed to replace those removed when the freight house was added in 1944. Crafting the brackets has been a long process requiring a high level of skill. The volunteers, retired engineers, made a template based on the existing brackets to craft the new brackets. In a response to an earlier inquiry about a possible original template, the Milwaukee Road Museum indicated that they had no original drawings and that the original brackets would have been completed by local craftsmen — as are the new replacements!



Restored original brackets: Mad Dog Paints and Sherwin Williams donated the paint.



New Brackets: Timbers were dried over the winter, planed on commercial equipment, and pieces constructed in basements of volunteers (left photos). The pieces were then assembled and painted in the depot basement; and mounted onto the depot; the entire work was done by volunteers (right photos). Six of the brackets have been completed.

Interior:

- Ceiling returned to its higher original height and drywall installed.
- Original V-board walls under plaster exposed and repaired where needed.
- Temporary stairs to basement added; new V-board installed on stairway walls.
- Partial electrical and plumbing work completed.
- Furnace installed.
- All ceilings and two walls primed.
- Extensions installed on window frames.
- Window sills added.
- Upstairs bathroom and closet framed in (labor donated by firm).
- Fire damaged wall studs and beams in the original baggage room reinforced.



Painting: Volunteers have primed two of the original V-board walls in the main room. Sherwin Williams donated paint. Used pendant light fixtures with school house globes (not yet installed) were purchased.



Walls & Ceiling: After insulating, the new ceiling was installed (top photos). Volunteers replaced original wall boards where needed (lower left photo). High school volunteers enrolled in a service learning class filled nail holes (lower right photo).

General Project Planning & Administration

Landscaping and Sculpture

Garden. Grading for the landscaping and garden will occur after the drive is in place; the city will administer the construction of the driveway. In preparation, about 100 personalized pavers for the patio have been sold and funding was obtained for the repair of the two donated sculptures and construction of their bases.



Example of the engraved paver that can be customized with a personal message

Administration

The *Save the Northfield Depot* board meets at least bi-weekly to plan and coordinate renovation, fundraising, and communication activities detailed elsewhere in this report. Some of the other numerous internal administrative tasks are identified below. The board:

- obtained estimates for exterior lighting, pavilion floor, grading, limestone garden wall, exterior doors, interior trim, and flooring.
- investigated covenants and options for sale/lease of 501c3 properties.
- met with potential occupants.
- carried insurance policies (property, general liability, and builders risk).
- filed appropriate 501(c)(3) reports and tax forms.

“Northfield values its unique heritage as a mill and college town and will reflect its community identity by preserving its historic and environmental character, and enhancing its quality of place.” – segment of the vision statement from the Northfield Comprehensive Plan

Public Awareness Campaign

Community Events

Save the Northfield Depot was represented by a display and/or a representative at community events such as Randolph Railroad Days, Defeat of Jesse James Days parade, and model train exhibit at the Northfield Public Library during Winter Walk.



DJJD parade entry: Save the Northfield Depot co-chairs rode with the future generation, Paige and Allison, who greeted the crowd.

Media

- **Newspaper.** In 2017, the *Northfield News* published six articles about the progress and developments related to the project.
- **Radio.** Board members were interviewed periodically about the project progress on KYMN Morning Show. The station also provided timely announcements of the upcoming depot events.
- **Social media.** Over 60 interior and 95 exterior images of renovation progress were posted on Facebook.
- **Websites.** The depot website, www.northfielddepot.org, was updated to reflect progress, events, donation options, and funding status.
- **Email newsletter.** Subscribers received newsletters and updates sent via MailChimp.
- **Sign near depot.** The names of additional major business donors were added to the sign on the site.

Public Awareness Campaign

Other Community Updates

- **Tours.** Individual tours were provided to local residents, former residents, high school reunion class, and college alums. Guided tours were also offered to the general public during Winter Walk.



One of the 2017 depot tours was a part of the reunion activities for the Northfield High School class of 1972.

- **Presentations.** A 20-minute virtual “tour” (video with stills of original photos and floor plans) was produced showing the progress of the depot project. The presentation also included sculpture garden posters and fliers as well as objects (scraps of original wood trim, charred rafters, and new trim that will be purchased).

The initial purpose of the “virtual tour” was to reach those who cannot physically take a tour; it has proved popular for many groups. The video was presented to the following groups: Lion’s Club, Rotary Club, Elder Collegium Class, Northfield Public Library, Kildahl Park Pointe, Village on the Cannon, Northfield Retirement Center, and High School Service Learning Class.

The 2017 project progress was made possible by the generosity of those who have contributed funding, donated materials, volunteered their time, and provided supportive appreciation for the work on the project. *Save the Northfield Depot* is very grateful for this support.

Events and Asks

The major fundraising activities and amounts raised in 2017 included the following:

- **Paver sale (in progress), \$17,242 (net).** Ninety-nine personalized pavers were sold for use in the future sculpture garden and pathways. Order forms were included in both the May and end-of-year donation request mailings.
- **May donation request mailing, \$14,760.**
- **Movie set, \$1,000.** The depot was used as a police station set for the movie *Tuscaloosa*, which is based on a 1984 novel of the same name written by W. Glasgow Phillips. (see photos on next page)
- **Winter Walk tours, \$385.** Over 55 individuals took advantage of the opportunity for a guided tour of the depot interior.
- **End-of-year donation request mailing, \$3,170.**



Winter Walk Tours. The depot was decorated with a lighted tree, icicle lights outlining the roof, candles in windows, and wreaths on the doors.

Fundraising

Grants

Save the Northfield Depot obtained the following grants during 2017.

- **Northfield Garden Club, \$700.** This third grant brings a total of \$2,900 in funds from the club for the \$7,000 landscaping project.
- **Southeastern Minnesota Arts Council, Inc., \$4,400.** Repair of two sculptures by the original sculptor, Nick Swearer, and construction of the sculpture bases.



Elizabeth Olson, Treasurer of the Northfield Garden Club, presented a check to Alice Thomas for depot landscaping.



The depot was one of several sites in Northfield used as a movie set for the Tuscaloosa Movie Company. The depot exterior was filmed as the Tuscaloosa police station complete with a Tuscaloosa County Sheriff car and vintage vehicles.



Materials - donation of materials or use

- Shingles
- Sculpture
- Loans of equipment from individuals (ladders, saws, and various tools)
- Loans of equipment from builder (scaffolding loaned to project for over a year)
- Interior and exterior paint primer and final coat
- Ticket window replacement
- Order board

Volunteers - donation of time

- Repairing and replacing original wall V-boards
- Sanding, filling knot holes, and installing new V-boards for stairway
- Filling nail holes in original interior wall V-boards
- Cleaning and priming original interior wall V-boards
- Maintaining site
- Scraping, repairing, and painting original brackets and soffit
- Constructing new brackets
- Researching options for elements in depot restoration and constructing a cost comparison matrix for casing, baseboard, cove, crown moulding, wainscoting trim, and flooring
- Searching through inventories of salvage companies for needed items (e.g., lights, doors and flooring)
- Installing wreaths and holiday lights on the building

Professional Volunteers - expertise donated

- Building temporary stairs to basement
- Installing window frame extensions and window sills, and framing in bathroom
- Architectural advice
- Hydrologist advice
- Planing of timbers on commercial equipment



Order Board Donation. A midwest district contact for the Milwaukee Road Historical Association donated a rare antique Milwaukee Road order board assembly for the depot restoration. The signal paddle and lantern with red and green glass lenses served as a means of communication between the station master and the approaching train engineer (e.g., a red light indicated the train should stop and pick up an order received at the depot by teletype from the dispatcher). Early photos of the Northfield 1888 depot include the order board mounted on the roof directly outside the station master's bay.

Financials

The progress made this year, as evidenced in this report, is the result of the generous support of the community. The *Save the Northfield Depot* board of directors is very grateful to those responsible for that significant progress — the volunteers and donors who made it possible to purchase materials and hire professionals when needed. Progress will continue as funds become available from our fundraising efforts.

Time period: January 1, 2017 – December 31, 2017

Revenue

Individual/business donations.....	\$66,535
Grants.....	\$5,100
Total revenue	\$71,635

Expenditures

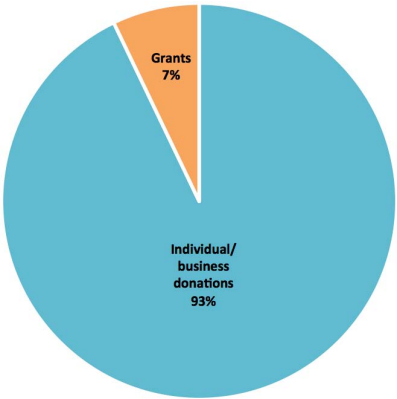
Fund development & marketing	\$863
Construction & repair.....	\$114,738
Other	\$4,404
Total expenditures	\$120,005

NOTES:

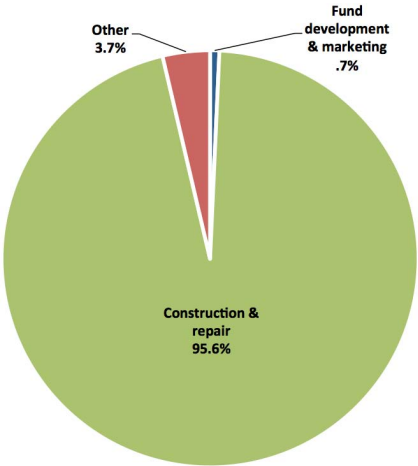
Fund development & marketing: printing, postage, online donation processing fee, website

Other: insurance, banking, non-profit registration

Revenue



Expenditures



Online donations are accepted through:

giveMN.org
www.givemn.org/organization/NorthfieldDepot



www.facebook.com/northfielddepot
(Note: Facebook charges no transaction fees)





1888 depot on left and proposed transit center (a City project) on right linked by sheltering pavilion

The origin of the 1917 Milwaukee Plan that we use as our guide

Newspaper clippings from the *The News* in the Northfield Historical Society provide a rich background for the 1917 Milwaukee railroad plans. Local leaders including treasurers at both colleges had complained to the railroad about the crowded and unacceptable conditions at the station and demanded a new, larger station with an adequate larger baggage room. The railroad's response was that they could not afford the expense.

After more letters from Northfield, the Milwaukee railroad general superintendent, J.H. Foster, came to Northfield in March 2, 1917 to meet with the Northfield leaders¹ and "heard their pointed criticism of the inadequate depot facilities that his railroad provides Northfield" given the "rapidly growing volume of passenger traffic." Other comments included that the station "is really a filthy, disreputable place" and that "the toilets, small and opening directly upon the waiting rooms, pollute the whole depot." The article noted that "After hearing further from the spokesmen of the Northfield committee, Mr. Foster retreated somewhat from his initial declaration." By the end of the meeting, he had agreed to enlarge the existing baggage house and add a pavilion that connected the depot to the enlarged baggage house. *Save the Northfield Depot* has the original 1917 plans (www.northfielddepot.org/proposed-design), which were clearly never used.

¹ The leaders attending included D.J. Cowling, Carleton College's president; P.O. Holland, St. Olaf College's treasurer; Fred Hill, school board; A.O. Netland, city council; Alex Mackay, Ad club; L.C. Chamberlin, Raymond Ziesmer, G.F. Harden, and S. L. Manhart, Commercial club; George Jarchow, Odd Fellows Home; W.F. Schilling, farmer; R. D. Barrett, Northfield Iron company; and John Mohn and Ludwig Roe, local newspapers.





712 4th Street East
Northfield, MN 55057

Tel: 507-664-9554

E-mail: info@northfielddepot.org

Web: www.northfielddepot.org

Donate online at:
[www.givemn.org/organization/
NorthfieldDepot](http://www.givemn.org/organization/NorthfieldDepot)

