

Central Florida Railway Historical Society Library and Archives
Finding Aid for
The Donald J. Thomas Collection
Finding Aid created by Holly Matzelle, 2024

Creator Information: Thomas, Donald J., 1943-2018
Collection Identifier: Collection No. 11
Date Span: circa 1962 to 2004, bulk 1999 to 2000

Abstract: This collection contains materials gathered by Mr. Thomas over his 42-year career with various railroads.

Extent: 3 linear feet (1 box, 4 binders, 9 file folders. An additional 23 booklets and brochures are shelved in the Library's Manuals and Handbooks area.)

Language: The material is in English; the majority is typed.

Acquisition: The material was donated to the CFRHS in November 2023 by the daughter of Mr. Thomas.

Related materials: Other related materials in the library and archives include books on railroad companies, railroad manuals and handbooks, our Maps Collection, and collections of materials created by individual railroads, such as Seaboard or Amtrak.

Background: Mr. Thomas (1943-2018) joined the Seaboard Air Line Railroad about 1962 and retired as a conductor on CSX Transportation in 2004. [Mr. Thomas was employed by the SAL from December 1962 until its merger with the Atlantic Coast Line, July 1, 1967, formed the Seaboard Coast Line. SCL operated from July 1, 1967, until the Seaboard System was formed in 1982. The Seaboard System was renamed CSX July 1, 1986. Amtrak took over most passenger service in the U.S. in 1971, continuing to the present.] During his career, due to mergers and other changes in the industry, he was also employed by the Seaboard Coast Line and Amtrak. In addition to materials from these railroads, the collection includes Time Books from most years of his employment; Route and Yard Maps, primarily of Ohio, Indiana, and the Chicago area; union membership items; and both professional and personal ephemera.

Access Points:

Companies: Seaboard Air Line (SAL)
Seaboard Coast Line (SCL)
Amtrak
Conrail
CSX Transportation (CSX)
Belt Railway of Chicago
Indiana Harbor Belt Railroad
Brotherhood of Railroad Trainmen
United Transportation Union

Locations: Wildwood, Florida
Ohio

Railroad: Indiana
Illinois
Chicago
Fostoria
Willard
Walbridge
Pine Junction
Blue Island Junction
Conductor
Baggage
Switch
Train Bulletin
Time Return and Delay
Qualification Test
Junction
Statement of Earnings
Union Membership
Car Delivery
Work Order
Yard

Scope and Content: Series 1 is housed in Box 11.1.1 on shelf 277-S: The series consists of Time Books in which Mr. Thomas recorded his daily hours worked and work-related expenses; also included are professional and personal ephemera. The earliest Time Book entry is for December 1964; the final Time Book dates from 2003. We are missing Time Books for 1966, 1990, and 1993.

Series 2 is housed in Binders 05939 and 05940 on shelf 326-S, and file folder 2.3: The series consists of Route and Yard Maps. The two binders contain Route and Yard Maps, covering Ohio, Indiana, and the Chicago area; a large envelope with Route and Yard Maps is filed in folder 2.3.

Series 3 is housed in Binders 11.3.1 and 11.3.2 on shelf 243-S: The series consists of Employee Timetables from 1967 to 1985. Seaboard Employee Timetables for the Jacksonville Division are in 11.3.1 and for the Tampa Division in 11.3.2.

Series 4 is divided into sub-series based on the railroad line: The sub-series consist of materials sorted by the railroad line, filed in folders:

Folder 4.1: Seaboard Air Line materials. Items include forms: Baggage Receipt, Report on Mail Carried, Time Return and Delay Reports; two SAL envelopes, one with a denial of a claim made June 1, 1966, the other with an adjustment of the claim.

Folder 4.2: Seaboard Coast Line materials. Items include Time Return and Delay Reports, 1979 to 1982; Switch Lists, 1968; Circulars, 1970 to 1973; Seniority Roster, 1981.

Folder 4.3: CSX materials, divided into two folders, 4.3.1 and 4.3.2. Items include Work Orders, Conductors' Register Slip and Handle Reports, Employee Qualification Tests, Train Bulletins, T&E Employee Claims, among others. The bulk is 1999 to 2000.

Folder 4.4: Amtrak materials. Items include Accounting Procedures for Conductors and Trainmen, 1975; and Passenger Schedules, Washington, D.C. to Chicago, and Grand Rapids to Chicago, 1998.

Folder 4.5: The Belt Railway of Chicago materials. Items include several Bulletins, May 1999 to May 2000.

Folder 4.6: The Indiana Harbor Belt Railroad materials. Items include several Bulletins, June 1999 to April 2000.

Series 5 contains one folder: The series consists of materials on Union Membership from both the Brotherhood of Railroad Trainmen and the United Transportation Union.

Folder 5.1: Dates range from 1963 to 2000. Included are dues receipts, 1963 to 1991; and Rates of Pay and other materials dating from 1966 to 2000.

Additional items in the Manuals and Handbooks shelf area:

Agreement Between SCL and Its Road Employees
Agreement for Protection of Employees in Event of Merger of SAL and ACL
Amtrak, Manual of Instructions for Conductors and Trainmen, August 15, 1976
Conrail, Performing Shoving Movements Safely
Constitution of the Brotherhood of Railroad Trainmen & Insurance Department, 1965 (2 copies)
Constitution, United Transportation Union, 1999
Constitution, United Transportation Union, 2003
CORA (Chicago Operating Rules Assn.) Operating Guide
CXS Track Overview and Yard Maps, Volume 1
CXS Track Overview and Yard Maps, Volume 2
CSX, Operating Rules Training for the CSX/Conrail Integration
CSX, Operating Rules, 1989 (3 copies)
CSX, Rules Governing the Handling of Hazardous Materials
CSX, Track Overview and Yard Maps for the Integrated Territories
CSX, Train & Engine Employees User's Guide to Electronic Payroll Reporting
Health & Welfare Plan, National Railway Carriers & United Transportation Union, 2000
Health & Welfare Plan, National Railway Carriers & United Transportation Union, 2004
How to Protect Your Rights When Injured on the Job
Life Insurance and AD&D Benefits
Railroad Employees National Vision Plan, 1999

Railroad Employees National Vision Plan, 2002
SAL, Operating Rules, 1962 (4 copies)
Trainman's Memorandum Tariff No. 2/5/10-11
Trainman's Memorandum Tariff No. 2/5/10-11, Supplement 2
United Transportation Union, Guarantees