



NARS Board Meeting Minutes December 17, 2021

Northwest Amateur Radio Society
P.O. Box 11483
Spring, TX 77391

Board Attendance

✓ - In Attendance, X - Absent

Board Voting Privileged Officers		Board Non-Voting Associate Members	
President: Ron Matussek, WA6TQH		Admin. Secretary (Interim): Neal Naumann, N5EN	
Vice President: Paul Kent, K15FJS		Social Media Liaison: Sam Labarbera, N6HB	
Treasurer: Tom Hoherd, KK5YU		Public Information Liaison: John Parmalee, K5VGM	
Secretary (Interim): Brandon Rogers, K5BLR		Webmaster: Bill Buoy, N5BIA	
Director: Rob Nixon, KD5BXZ		Repeater Team Lead: Marty Fitzgerald, W5MF	
Director: Sam Labarbera, N6HB		ARRL/VEC Liaison: Sheree Horton, WM5N	
Director: Kirc Breden, N5XJB		Repeater Trustee: Paul Owen, N5NXS	
Director: Sheree Horton, WM5N			

Meeting Logistics

Meeting was held primarily in-person at the Klein Fire Station #3 Training Facility. A remote participation option was provided via Zoom break-out room using the Meeting ID: 2815436502 and passcode 123456.

Minutes

- I. Ron Matussek, President, WA6TQH called the meeting to order
- II. President's Opening Statements
 - a. Change in Board Officers
 - i. Due to personal reasons, Martin Rogoff, N5GPS, has resigned from the board. Martin was previously operating in the capacity of Secretary.
 - ii. To fill the vacancy the following interim changes have been made:
 1. Secretary (Interim) – Brandon Rogers, K5BLR
 2. Administrative Secretary (Interim) – Neal Naumann, N5EN
 - iii. During January, these positions will be presented to the membership for approval. If others are interested, please make yourself known to the VP. A general announcement concerning this activity has been sent out to the general membership of the club.
 - b. Change to By Laws and Board Positions to take effect in January 2022. The number of Director positions will be reduced to 2.
 - i. Adjustment to Listing of Officers – Additionally, Ron Matussek (President) has requested a change in how the officers are listed in minutes and reports. The voting board positions (President, Vice President, Treasurer, Secretary, and 2 Directors) will be listed as "Board Vote Privileged Officers". Other positions will be listed as "Board Non-Voting Associate Members".

III. Secretary's Report

- a. Minutes from the November Board Meeting were reviewed.

IV. Treasurer's Report

- a. The Treasurer's report is included here:

http://www.w5nc.club/doc_repos/financial/TreasurerReport_Dec2021.pdf

- b. Bank Account Statement is available from the Treasurer.

V. Administrative Secretary's Report

- a. Brandon Rogers gave the Administrative Secretary's Report as follows:

ARRL members = 99

Non-members = 63

Total membership = 162

61 % of NARS members are also ARRL members

A few membership stats to be aware of:

30 members renewed since the last meeting. 25/30 (83%) are ARRL members.

- b. Brandon Rogers brought up some confusion with the PayPal for the banquet and the renewals... that both are coming in for similar amounts and it is difficult, at times, to tell which is a renewal and which is a banquet payment. Brandon requested the board to be attentive to renewing members, in case their renewal is somehow missed. Please forward the issue to Brandon immediately for remediation.

VI. Reports of Standing Committees

a. Repeater Committee

- i. Marty Fitzgerald reported that the repeater agreement is complete and the repeater should be installed and operational by the new year.
- ii. The UHF repeater is set up and working. Repeater supports messaging using DTMF. Keying in 987a will allow you to record a message. Keying in 987b will playback the message that has previously been recorded.
- iii. Challenges
 - 1. Request for workers compensation insurance is pending. We will likely not need this and it won't be an issue as we are not an employing organization.
ACTION: Insurance documents will be worked and finalized by Repeater Committee
 - 2. Monthly payments to be started soon.
ACTION: Initial payment date to be worked by Repeater Committee

b. ARRL / VEC Liaison

- i. 2 new licensees in November VE Session
- ii. A very large VE session for December 18th – perhaps 20 or more individuals expected
 - 1. We know have 12 copies of each test -> we can handle a large crowd.

- 2. Two new licensees that passed their tests in November, expected to elevate their licenses in December
- iii. 4 VEs are scheduled to be present at the session
- c. Public Information Liaison
 - i. Email Reflector Issues with Email Formatting
 - ACTION: John Parmalee will discuss with Keith about the options for upgrading / adjusting the email reflector to accommodate richer formatting**

VII. Ongoing Business

- a. Equipment Park Sale
 - i. Discussion was held on putting together a “Day at the Park” where the club could get together, trade / sell equipment, and enjoy breakfast together.
 - ii. Ron Matusek suggested that the Day at the Park could be held at a park, such as Burroughs Park, but we need someone to organize the event.
 - iii. Kirc Breden suggested that this day could be combined with both the January VE session as well as the Winter Field Day on January 29th, 2021.
 - iv. Discussion from several board members indicated disagreement on the approach.
 - 1. Some individuals indicated that combining the events would be beneficial.
 - 2. John Parmalee opposed combining the picnic and winter field day. Others agreed with John and recommended that, while Winter Field Day may be combined with the VE session, it should not be combined with the “Day in the Park” activity.
 - v. Ron Matusek indicated that either way, we would need the approval of Fire Station to hold Winter Field Day at the Station after the VE Session. Ron took an action to inquire about the availability of the Fire Station Facility for January 29th after the VE session.
 - ACTION: ASSIGNED TO RON MATUSEK: Inquire about the availability of the Fire Station Facility for January 29th after the VE session.**
 - ACTION: John Parmalee volunteered to organize at a local park during warmer springtime weather.**
- b. NARS Annual Banquet
 - i. The banquet will be held on January 21st, 2021. Currently is planned to be held at Klein Fire Station #3.
 - ii. Two options were presented for consideration by the board:
 - 1. Rib Tickler – This would be catered at the Fire Station and would be approximately \$18/person. Around 75 attendees would be required to take advantage of this option.
 - 2. Valley Ranch BBQ – Valley Ranch has a banquet room that could be reserved for club use. Valley Ranch could provide food in the room or individuals could pick up the food in the line. If provided in the room, the cost would be roughly equivalent to the Rib Tickler at about \$18/person (some minor variation, depending on the meal ordered).

3. The Board suggested that Spring Creek BBQ could be another venue that could be explored as this has been a successful in the past.
- iii. Paul Kent expressed concern about the number of registrations thus far (currently at around 18-20). This is far below the number needed for catering. A restaurant-based banquet may be the only option if registration does not drastically pick up.
- iv. A decision on which venue to choose was not required from the board at this time.
- v. The board will remind all members at the monthly board meeting to register for the annual banquet to get more accurate idea of the number of people that will attend.
- vi. Ham of the Year – Ron Matusek reminded all board meeting attendees that, as part of the banquet, a recipient for Ham of the Year award will be chosen. It is important that everyone submit nominations for the Ham of the Year award according while paying attention to the following considerations:
 1. Relationship of the individual with other Club members
 2. Overall Ongoing Support of the Club
 3. Goes Above and Beyond to help the Club grow and be recognized in the community
 4. Is the “Go to” for the club and/or active in emergency communications
 5. Active / regular participation in setting club activities and overall direction
 6. Has not been chosen as the Club “Ham of the Year” for the last 5 years
 Please submit all Ham of the Year nominations to Ron Matusek ASAP.

VIII. New Business

- a. Trailer Registration Renewal
 - i. Kirc Breden brought the Trailer Registration Renewal (\$60) to the attention of the Board. Due to the amount being less than \$100, no board vote is required to approve reimbursement.
 - ii. A question was raised about the name/entity under which the trailer was registered.
 - iii. Kirc reminded the club that he was acting as Trustee of the trailer and the trailer was registered in his name.
- b. Marty Fitzgerald and Ron Matusek reminded the board to include the name of the club in all signatures and email communicates that occurs on behalf of the club. This avoids personal liability for club actions and reflects that the individual is acting as an agent to the club.
 - i. Ron recommends that you include your title, the name of the club and the phrase “A Texas Unincorporated Non-Profit Association”. An example of this is:

Brandon Rogers
Secretary
Northwest Amateur Radio Society (NARS)
A Texas Unincorporated Non-Profit Association

IX. Meeting Closure

- a. Brandon Rogers (K5BLR, Secretary (Interim)) moved to adjourn the meeting
- b. Kirc Breden (N5XJB, Director) indicated a second to the motion
- c. Motion to adjourn the meeting passed and meeting was concluded