



# NARS Board Meeting Minutes August 18, 2023

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 Matusek, WA6TQH	✓	Admin. Secretary: Neal Naumann, N5EN
✓	Vice President: Paul Kent, KI5FJS	X	Social Media Liaison: Sam Labarbera, N6HB
✓	Treasurer: Tom Hoherd, KK5YU	✓	Public Information Liaison: Sheree Horton, WM5N
✓	Secretary: Brandon Rogers, K5BLR	✓	Webmaster: Bill Buoy, N5BIA
✓	Director: Rich Jones, W5VEK	✓	Repeater Team Lead: Marty Fitzgerald, W5MF
X	Director ( <i>Interim</i> ): Jerry Davis, N5EKO	✓	ARRL/VEC Liaison: Sheree Horton, WM5N
		✓	Repeater Trustee: Paul Owen, N5NXS

## Meeting Logistics

Meeting was in person at HCESD 16 Admin – 18606 Stuebner Airline 77379 starting at 6:00pm on August 18, 2023.

## Minutes

- I. Ron Matusek, WA6TQH, welcomed the attendees and called the meeting to order.
  - a. Official welcome
  - b. All future board meetings will be on the same day as the general meeting, the third Friday of the month.
  - c. Request all Board members wear Badges (so all members and visitors can identify the NARS leadership)
  - d. General meeting presentation “Amateur Radio Radiograms”
- II. Secretary’s Report
  - a. The minutes were reviewed from the previous Board Meeting on July 12, 2023.

[http://www.w5nc.club/doc\\_repos/meeting\\_minutes/2023/BoardMeeting\\_20230721.pdf](http://www.w5nc.club/doc_repos/meeting_minutes/2023/BoardMeeting_20230721.pdf)

- b. All minutes are posted so that all members can access them on the Club Document Repository at [http://www.w5nc.club/doc\\_repos/meeting\\_minutes/](http://www.w5nc.club/doc_repos/meeting_minutes/)
- c. Treasurer’s Report and VE Session reports are included as links in the minutes.

- III. Treasurer’s Report
  - a. The following financial reports were presented to the board:

[http://www.w5nc.club/doc\\_repos/financial/TreasurerReport\\_August2023.pdf](http://www.w5nc.club/doc_repos/financial/TreasurerReport_August2023.pdf)

- IV. A motion was brought forth to approve the Meeting Minutes and the Treasurer Report
  - a. Paul Kent motioned to approve the minutes
  - b. Brandon Rogers seconded the motion
  - c. Motion was approved unanimously.
  
- V. Administrative Secretary Report
  - a. The Administrative Secretary indicated that due renewal reminders had been sent to all members who were delinquent or coming up for renewal.
  - b. The current membership report is:  
  
ARRL members = 118  
Non-ARRL Members = 36  
Total membership = 154  
  
77 % of NARS members are also ARRL members
  
- VI. Reports of Standing Committees
  - a. **Repeater Committee**– Marty W5MF (Lead Repeater Team Engineer)
    - i. 7 hrs. 41 minutes of use on the NARS repeater system
  - b. **ARRL/VEC Liaison** – Sheree Horton WM5N – VE Session Results
    - i. Sheree provided these results from the June VE Session:  
  
[http://www.w5nc.club/doc\\_repos/meeting\\_minutes/2023/VE%20Session%20Reports/VE%20Session%20Report\\_20230722.pdf](http://www.w5nc.club/doc_repos/meeting_minutes/2023/VE%20Session%20Reports/VE%20Session%20Report_20230722.pdf)
    - ii. Sheree indicated that ARRL sent out a note indicating that the VEC Registration system is/would be down and this would delay the club from posting new licenses after a test
  - c. **Weekly VHF Net Update**
    - i. 17-18 check-ins per week for the last month
  - d. **Social – Sam**
    - i. Sam recommended discontinuing the Twitter/X account.
      - 1. The board discussed the implication of this
      - 2. After discussion, the board agreed with Sam’s recommendation to delete the Twitter/X account
  
- VII. Old Business
  - a. 501c. Update
    - i. Applications have been submitted, but no “case worker” has been assigned to review the application.
    - ii. Email Signature Update
      - 1. Updates on required updates to email signature line to coincide with changes to status for 501c status

- iii. By-Laws Update  
[http://www.w5nc.club/doc\\_repos/meeting\\_minutes/2023/Other%20Files/Unanimous%20Consent%20By-Laws%20NARS%208-18-2023.pdf](http://www.w5nc.club/doc_repos/meeting_minutes/2023/Other%20Files/Unanimous%20Consent%20By-Laws%20NARS%208-18-2023.pdf)
- b. Next Steps in upgrading our NARS mobile trailer.
  - i. Trailer has been put on hold due to the weather and heat-related safety concerns
- c. General meeting discussions, suggestions – Going forward each board member on a rotating basis will be responsible for establishing General Meeting presentations.

Month	Coordinating Position	Coordinator
January	Club Banquet	
February	Secretary	Brandon Rogers
March	Director	Rich Jones
April	President	Ron Matusek
May	Repeater Trustee	Paul Owen
June	Field Day Planning	
July	Director	Jerry Davis
August	Vice President	Paul Kent
September	Treasurer	Tom Hoherd
October	Administrative Secretary	Neal Naumann
November	President	Ron Matusek
December	Show & Tell	

- d. Plans to sell off donated equipment – Paul Kent KI5FJS
  - i. Paul is actively putting together an inventory of items to sell
- e. Question about Jerry as the Director
  - i. Motion to accept Jerry as interim Director filling Sam’s position – Brandon Rogers
    - 1. Second by Rich Jones
    - 2. Motion is carried
  - ii. Reminder to the board that a general election to confirm the vacancy permanently is to be held.
- f. Membership Application –
  - i. An issue was found with one of the links on the webpage to the membership application. This will be corrected.
  - ii. A reminder to the membership of the club that if any issues like this are found, please feel free to reach out to a board member to get the matter resolved.

VIII. New Business

- a. A discussion was held among the board members on where to best store ALL NARS related communications/documentation including maintenance authorization.

- i. Bill mentioned that Groups.io is not a secure location for important club documents. Only transient documentation should be kept there. For permanent documents, the Document Repository on the website should be used.
  - ii. Interest was raised to establish a Security Model for the filesystems/documents in use.
    - 1. Rich, Paul, Bill, Brandon to work on Security Model.
- b. Marty Fitzgerald raised a discussion on if we should raise dues? Suggestion to raise dues costs by \$5/year
  - i. The board entertained discussion on the potential of an increase of dues.
    - 1. Question was raised if \$5 is enough due to increased cost of Groups.io, HTTPS, and other club-related expenses.
  - ii. Brandon moved to apply an increase of \$5 for all dues pricing levels starting on Jan 1. (i.e. all renewals after 12/31/2023 will be raised \$5)
    - 1. Rich Jones offered a second for the motion.
    - 2. Board approved the increase in annual dues.

IX. **MOVE TO CLOSE & DISMISS**

- a. Rich Jones moved to close the meeting.
- b. Paul Kent offered a second to the motion.
- c. Meeting adjourned @ 6:53pm