



NARS Board Meeting Minutes October 20, 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 Matussek, WA6TQH	✓	Admin. Secretary: Neal Naumann, N5EN
✓	Vice President: Paul Kent, KI5FJS	X	Social Media Liaison: Sam Labarbera, N6HB
✓	Treasurer: Tom Hoherd, KK5YU	X	Public Information Liaison: Sheree Horton, WM5N
✓	Secretary: Brandon Rogers, K5BLR	✓	Webmaster: Bill Buoy, N5BIA
✓	Director: Rich Jones, W5VEK	✓	Repeater Team Lead: Marty Fitzgerald, W5MF
✓	Director (<i>Interim</i>): Jerry Davis, N5EKO	X	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 6:05pm on October 20, 2023.

Minutes

- I. Ron Matussek, WA6TQH, welcomed the attendees and called the meeting to order.
 - a. Official welcome
 - b. Overview of board meeting process rules
 - i. Voting Board Members to sit at the front of the room
 - ii. Associate Board Members and Committee Members should sit near the front of the room
 - iii. Visitors should find a location near the back of the room
 - iv. All topics must be submitted to the board before the start of the meeting for consideration as part of the minutes of the meeting
 - c. General Meeting Presentation – State of “Drones”
- II. Secretary’s Report
 - a. The minutes were reviewed from the previous Board Meeting on September 15, 2023. http://www.w5nc.club/doc_repos/meeting_minutes/2023/BoardMeeting_20230915.pdf
 - i. Paul Kent motioned to accept the Secretary Report
 - ii. Rich Jones offered a second to the motion
 - iii. The motion passed
 - 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/
 - 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_Oct2023.pdf
 - i. Brandon Rogers motioned to accept the Secretary Report
 - ii. Paul Kent offered a second to the motion
 - iii. The motion passed
- b. Paul Kent authored a "Donation Receipt" form and recommends its use after each donation.
 - i. A change in address on the form is required. It should read treasurer@w5nc.net
 - ii. Brandon Rogers motioned to approve the Donation receipt with the change in address as discussed.
 - iii. Tom Hoherd seconds the motion.
 - iv. The motion passed

IV. Administrative Secretary Report

- a. The current membership report is:

ARRL members = 115

Non-members = 37

Total membership = 152

76 % of NARS members are also ARRL members

V. Reports of Standing Committees

- a. **Repeater Committee**— Marty W5MF (Lead Repeater Team Engineer)
 - i. Repeater Committee had a meeting on October 12th
 - ii. Committee reviewed response from Board and made plans on pursuing the adjustments to the repeater
 - iii. Costs and timeline are in progress, but looking good:
 1. Server costs down to about \$5/month (final costs pending)
 2. Proof of Concept is complete
 - iv. By the end of November, the Committee will be testing the system
 - v. Committee is planning to fully implement by January 2024
- b. **ARRL/VEC Liaison** – Sheree Horton WM5N – VE Session Results
 - i. Sheree provided these results from the September VE Session:
http://www.w5nc.club/doc_repos/meeting_minutes/2023/VE%20Session%20Reports/VE%20Session%20Report_20230923.pdf
- c. **Weekly VHF Net Update – Mike Lizzio, WA2TOP**
 - i. Update provided by Kirc Breden
 - ii. 16 check-ins per week for the last month
- d. **Weekly DMR Net Lead – Mike Wilson, KC5MW**
 - i. Mike was not in attendance

- e. **Social – Sam**
 - i. Sam is not in attendance
 - ii. Twitter has been discontinued
 - iii. Facebook group is still active
- f. **Update on ARRL Website – NARS Information**
 - i. Sam is not in attendance

VI. Old Business

- a. Next Steps in upgrading our NARS mobile trailer. – Paul Kent KI5FJS
 - i. Workspace configuration sketches have been sent out and some suggestions were received.
 - ii. Will be revitalized now that it is starting to cool off.
- b. Plans to sell off donated equipment – Paul Kent KI5FJS.
 - i. Pending; no progress
 - ii. **ACTION:** Rich Jones assigned to review availability of Fire Station for equipment auction
- 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	

VII. New Business

- a. Discussion on where to best store ALL NARS related communications including who has administrative authorization for various folders. What is posted on W5NC vs Groups.io – Bill Buoy, Brandon Rogers and Paul Kent establishing guidelines.
- b. Document procedure for all documents storage on groups.io. – Bill Buoy, Brandon Rogers and Paul Kent have action to establish and document a procedure. This includes structure of file folders content administrative privileges.
 - i. Brandon has drafted an initial Security Model describing who should have access to what documents / files / services.

- ii. The group did not meet since the last board meeting to discuss this Security Model, but will meet before the next board meeting.
- c. The current Bylaw's draft will be presented to the membership in October general meeting for approval vote.
- d. Report to General membership dues will increase to \$25.00/yr. beginning with January 2024 awards banquet.

VIII. **MOVE TO CLOSE & DISMISS**

- a. Brandon moved to close the meeting.
- b. Tom offered a second to the motion.
- c. Meeting adjourned @ 6:43pm