

OCRA Board Meeting Minutes – September 26, 2023

Board Meeting Attendees – Bruce (N1LN), Dan (KR4UB), Aurora (KN4VXB), John (KX4P), Wilson (W4BOH), Dave (W4SAR), Karen (KD4YJZ), Bob (K4FK), Chris (KY4OU), and Laurie (N1YXU)

The meeting minutes from the August BOD Meeting were approved.

The meeting minutes from the September Membership Meeting were approved.

Discussion Topics:

- Elections
 - At the September Membership Meeting, it was highlighted that the offices of President, Vice President, Treasurer, and Secretary will be on the slate. These positions are elected each year for a one-year term. Potentially, Bruce, Dan, and Laurie are interested in serving for another year, if re-elected.
 - At the Membership Meeting, it was also highlighted that when an individual is elected as Board Member at-Large, that individual is elected to serve a two-year term. Currently, Chris (KY4OU) is the only Board Member at-Large who will be serving the second of his two-year term beginning in January.
 - A question has come up about folks who agree to continue to be Board Members at-Large after their initial two-year term. For example, if Wilson agrees to continue to serve on the Board next year, what does that mean? One way to look at his agreeing is that he is being “re-elected” for another two-year term. The other way to look at it is he is agreeing to an extension of his current term. That extension could be for one year only.
 - The question stated above was discussed among several members of the current board. The resulting recommendation is -
 - The initial term for an at-large member will continue to be a two-year term.
 - For those who are extending, beyond the original two-year term, they could agree to serve for an additional year rather than another full two-year term.
 - An additional topic was discussed related to ensuring smooth transition from one individual to another in key leadership roles. For example, if Dan were to say that his last year to be Treasurer will be 2024, we would need a person to work with Dan for a period of time to learn the details of the Treasurer role, current processes, and responsibilities. This type of mentoring or apprenticeship would also allow Dan time to assess the person’s capability of taking on the Treasurer role. Succession planning and training is key for an organization to maintain longevity while members may change.
 - How do we find members who would be good fits for these key leadership roles? Many of us know members and their skill sets, and we can recommend people for specific roles. We can let the club members know

that we have positions that will become vacant, in the near future, and that we're looking for more members to be active and contribute to the club. We need to realize that, while some folks may not be able to commit to a role right now due to other responsibilities, they may be able to commit at a later time. It would be beneficial to us to make sure they know that their skills are valuable to the club, even if not currently.

- How do we ensure the folks who are serving in specific roles have the required skill sets and knowledge? The Board agreed that people for specific roles (e.g. Field Day Coordinator, Repeater Manager, Website Support, AUXComm Coordinator) would be appointed by the Board rather than elected by the membership. This practice will help form the mentoring/apprenticeship relationships to ensure smooth transition of key roles.
- We agreed to put together a short list of responsibilities, including monthly time commitments, for each board position. This list will be shared at the November Membership meeting.
- We agreed to put together the list of positions that will be on the slate. The information will identify which positions will be appointed versus elected. The information would also include assistant/mentor positions (e.g. Assistant Treasurer, Assistant Web Master) that need to be filled in order to ensure consistency. The assistants would be those who will eventually take on the full responsibility of the role. For example, the Assistant Treasurer would agree that he/she will become the Treasurer when the current Treasurer transitions out of the role.
- We should look for folks who have a passion, are interested in furthering the club, and let them know that their skills can be used.
- Based on the overall election discussion, Bruce will put together a summary, send it to the Board for input, and use the summary as talking points at the October meeting as we continue to discuss the upcoming elections with the full membership.
- Our October Board meeting will be primarily focused on preparing information and talking points for the November Membership meeting when we will discuss elections, roles, and the need for more members to participate on the Board.
- We need to communicate that our members are the life blood of the club. Everyone who is sitting at the meeting or on the Zoom call is part of something bigger than just themselves. Each person has a talent and can contribute to the health and growth of the club.
- Programs
 - October 9th Membership Meeting – Ben Williams (KO4BHX) will present his homebrew satellite tracker
 - November 13th Membership Meeting – (1) Board positions and upcoming elections and (2) Ron, KO4RON, Homebrew audio switcher project
 - December 11th – Christmas Party

- To ensure we include and celebrate the non-ham, significant others who attend, a suggestion was made that we find out some interesting facts about these folks and recognize them at the party.
- As the conversation continued, there were suggestions of having baby pictures of members and/or wedding pictures of folks from the membership to use in a game to guess who the people in the pictures are.
- January 8th – Perhaps a Show and Tell (This type of program was very successful last year in January.)
- February 12th – May be the program about the emergency communication van
- Bob will be going to the NC State Fair to promote amateur radio. He has developed a QR code that will bring people to the OCRA website. He also has a QR code to show for DFMA. Bob – Thank you very much for putting the information together for promotion of our hobby!
- John asked about information that might be available to promote amateur radio to high school students. This is a great link to an ARRL website that has information that can be downloaded - <http://www.arrl.org/educational-outreach>.

Respectfully submitted,
Laurie Meier, N1YXU
OCRA Secretary