

## **OCRA Board Meeting Minutes – Oct 25, 2022**

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**Board Meeting Attendees** – Bruce (N1LN), Bill (N8BR), Dan (KR4UB), Wilson (W4BOH), John (KX4P), Dee (KU4GC), and Laurie (N1YXU)

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The minutes from the September 27 OCRA Board Meeting were approved.

The minutes from the October 10 OCRA Membership Meeting were approved.

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### **Discussion Topics:**

- Christmas Party status update – Laurie
  - As of the time of the Board Meeting, 25 people had RSVPd that they will be attending the party. An additional attendee was mentioned at the CERT training that Bruce and Laurie attended earlier in the evening which means the total might increase to 26. At that time, 13 people had paid for the party.
  - The majority of the folks had not yet decided about the dish they would bring to share.
  - The list of folks who have sent regrets for not being able to attend the party were reviewed. We will definitely miss everyone who cannot attend but truly appreciate the fact that they have taken the time to respond.
  - Bruce has communicated the party on the Saturday morning nets. Our initial analysis had a breakeven financial analysis if we get 50 folks to attend. There has been a lot of emphasis that the party will be focused on a lot of non-ham activities to make sure that everyone has a good time at the event.
- Officers and Directors election discussion – Dee
  - Dee has agreed to lead the efforts to put together the slate of candidates for officers for 2023. Thank you, Dee!
  - The four main officers are willing to serve again in 2023. Those positions include President (N1LN), Vice President (N8BR), Treasurer (KR4UB), and Secretary (N1YXU).
  - There was a discussion about identifying people to talk with about serving on the Board. It is always good to have new ideas and perspectives from people on the Board. Dee (or another Board member) can reach out directly to these folks to gauge their interest in serving.
  - There will be three open Board members at-large positions since three current members will end their second terms this year.
- Tri-fold brochure review/update – Laurie
  - At the OCRA October Membership Meeting, Laurie handed out sample tri-fold brochures to the Board members who were in attendance. That example was reviewed during the meeting. The example is only intended to start a conversation with placeholder sections that are currently populated.
  - The brochure would include pictures and text highlighting club activities. Information about meetings and nets would also be in the brochure as would

repeater frequencies and information about local clubs in our area. In addition, our club charter, club officers, and contact information would be listed.

- Suggestions for more information to be included are VE sessions, a definition of what amateur radio is, POTA (Parks on the Air), fox hunts, and add the club's callsign on the front of the brochure.
- Two basic questions were considered. First – Do we want to pursue putting a tri-fold brochure together? Second – If yes, how do we agree on the contents? Meaning – what sections should be included and who would contribute to building the tri-fold?
- Dan will review candid photos that he has and send some for review to be included in the brochure. Dee also has several photos that might be useful for the publication.
- We need to consider the cost of publishing and fact that information (i.e. list of officers) can become obsolete fairly quickly. Depending on how the brochures are printed, we could encounter issues with print quality especially if we include pictures. The suggestion was made to pick a few pictures that don't include a lot of detail to test the quality of print. The brochures can be printed on a color printer and have the person/people printing the brochures reimbursed for the paper and ink costs.
- A QR code could be created and included in the brochure. That would allow people to snap a picture of the QR code and be directed to our website. This would ensure that information is fresh and up-to-date for those who are inquiring about the club. That type of technology might also be attractive for potential younger members.
- The brochures would be available to distribute to new members, visitors at our club meetings, folks who don't have a great understanding of amateur radio to give them leads, folks taking tests at VE sessions, scout club leaders, teachers, and hamfest attendees.
- Laurie will also research to see if there is a free/inexpensive software program that would allow the brochure to be converted into a file that would be able to "flip" pages online. This could be combined with the QR code to allow a more real-time, dynamic way to get club information. If the reader would be directed to the club's website, we need to make sure we have a concerted effort to review, update, and streamline information that is presented on the website.
- 2023 Program discussion – All
  - Remaining 2022 programs -
    - November program will focus on propagation
    - December is the Christmas party
  - Potential 2023 programs -
    - The January meeting could be focused on show and tell. A draft of the way that this meeting could be conducted has been put together. Since the meeting is conducted in a hybrid fashion (in-person and Zoom), we need to

ensure that participants would be able to share their project irrespective of whether they are attending the meeting in-person or virtually. Bill and John will review the draft procedures and make sure they are finalized well before the January meeting.

- Mike Thorn said he would present information about the Chatham EOC/Chatham Radio club mutual working relationship.
  - Aurora has mentioned doing a program.
  - Dan volunteered to prepare a program highlighting different digital modes.
  - We should focus on getting a schedule for programs through April. May and/or June will focus on Field Day planning. It is fine to have a program that is less than about 45 minutes or no program planned for a specific meeting.. That would allow for club business to be discussed as well.
- Treasurer's Report –
    - We have 107 members currently.
    - Dan will be working on the website to accommodate the change in dues and ensure members can pay via PayPal.

Respectfully submitted,  
Laurie Meier, N1YXU  
OCRA Secretary