

OCRA Board Meeting Minutes – April 23, 2024

Board Meeting Attendees – Bruce (N1LN), Dan (KR4UB), Dee (KU4GC), Dave (W4SAR), Karen (KD4YJZ), Fred (KN4QBZ), Ron (KO4RON), Bob (W4FK), Boyd (KO4GJO), and Laurie (N1YXU)

The minutes from the OCRA March Board meeting and OCRA April Membership meeting were approved.

Discussion Topics:

- Old Business
 - DFMA Picnic – Bob
 - The idea for the picnic came from another club that Bob belonged to. He wanted to have an event that gave amateur radio more exposure to the general public and to allow the DFMA club to meet in different places, rather than the standard meeting place.
 - There were a total of about 25 attendees. Everyone Bob talked with enjoyed the picnic.
 - Those who participated in the Fox Hunt really enjoyed that as well. Many thanks to Aurora for her organization of the Fox Hunt. It was a big success! Several folks who had built their Handi-Finders a few weeks before were able to test them and were able to find the fox.
 - Chatham AUXCOMM Emergency Communications Frequencies - Bruce
 - Bruce took an action item at the March OCRA Board Meeting related to this topic.
 - The goal is to have a standard list of frequencies that multiple groups can in training and true emergency communication situations. The list would be structured to include primary, secondary, simplex, and other frequencies in a particular naming convention and order that would be programmed into radios. The list would also be organized in a specific order that would allow those who were supporting an event or training to move quickly, efficiently, and collectively to a specific frequency to communicate. For example, the instructions could be “move to memory 3” or “move to Durham Backup”, which would have been pre-programmed to a specific frequency in everyone’s radio.
 - The plan should be straight-forward and simple to follow. It should also be tested to ensure everyone can easily move to specific frequencies on their own radios and on additional equipment (e.g. radios as the EOC).
 - Currently, there are three or four different lists that have been put together for groups in our area. The challenge will be the work that will need to be agreed to and completed in order to have one final list. As the work is completed by a small, focused group, the output will be communicated.

- Upcoming Membership Meeting Programs
 - May –
 - Field Day Planning – Dave (15 – 20 minutes)
 - Update and Next Steps for Emergency Communications Survey – Fred and Bruce (20 -30 minutes)
 - June –
 - Final Field Day Planning Only – Dave will have the full meeting
 - The current plan is to have five stations.
 - Dee raised the suggestion of having two CW stations. Note that only one CW station is included in the currently planned total of five stations. Bruce took the action item to bring the suggestion to Wilson for additional discussion.
 - July –
 - MARS Program – Mike (KN4ZHP) (60 – 70 minutes)
 - Field Day Summary and Debrief – Dave (5 – 10 minutes)
 - Programs for August and following months will be discussed and planned at future BOD meetings. There are several ideas that are on the back burner.

- Treasurer's Report – Dan
 - Dan shared a Quicken report that included both graphics and tables with quarterly club financial information from 2023 through April 13, 2024. Dan has been using Quicken for club financial reporting since the beginning of 1998.
 - Typically, at this time of year, our bank balance shows a slight growth from prior period; however, we will soon need to pay our insurance premium of \$450. Additional potential short-term expenses include the OCRA cost of the porta potty for Field Day. Last year, that cost was around \$200.
 - At the time of the meeting, OCRA had 93 members with current dues paid. There were an additional 9 members who need to renew their memberships and 9 members whose memberships were expiring.
 - Over the last 12 months, 17 new members have joined OCRA. Note that 2 of the 17 were newly licensed. During that same time period, 20 members have allowed their memberships to expire.
 - It is also interesting to note that the vast majority (86% or 96 of 111 members) use PayPal to pay their membership dues.
 - Dan also does a quarterly IRS e-filing that includes three questions to determine if the organization can do a postcard e-filing – (1) Do you still exist?, (2) Is your gross income less than \$50,000, and (3) Who is the principle officer?
 - Dan forwarded a document that details activities and practices that a 501-C organization should follow. While this document is very detailed and long, please take time to look through the document and focus on the areas that are framed in

green and titled “good practices”. For example, periodic board meetings and minutes from those meetings are required.

- Thanks to Ron for all his work as the Assistant Treasurer!!!
- Summer Meeting Schedule – All
 - Please note that, unless stated below, the Board members who were present at the meeting indicated they would be available for the Membership Meeting and Board Meetings in May, June, July, and August.
 - May –
 - Boyd will be out of town for the May 13 Membership Meeting.
 - June –
 - Bruce and Laurie will attend the June 10 Membership Meeting remotely. The Zoom call can be run remotely. Wilson, Dan, Boyd, and Dave will be the point people for the in-person coordination of the meeting.
 - July –
 - Bruce and Laurie will host the July 23 BOD Meeting remotely.
 - Dave and Karen will be out of town for the July 23 BOD Meeting.
 - August –
 - Bruce and Laurie will not be able to attend the August 12 Membership Meeting. Boyd will run the meeting. There will be some logistics that will need to be worked out (e.g. Zoom call will need to be set-up and recorded). We have some time to figure out the details.
 - Bruce and Laurie will host the August 27 BOD Meeting remotely.
- Open Discussion – All
 - Repeater Update – Dan
 - A small group is going to focus on making changes to the spare Kenwood machine. There are adjustments that may need to be made to the audio settings.
 - On April 24, a new repeater will go on-the-air. This repeater will be located in Moncure, North Carolina, and is managed by Ted (WOSMT).
 - When the network of local repeaters is completed, Dan suggested that the Saturday AUXCOMM nets focus on making sure everyone is aware of how to use the linked repeaters. This will also heighten the awareness of the geographic capabilities of the network.

Respectfully submitted,
Laurie Meier, N1YXU

OCRA Secretary