

OCRA Board Meeting Minutes – August 29, 2023

Board Meeting Attendees – Bruce (N1LN), Dan (KR4UB), Aurora (KN4VXB), Dee (KU4GC), Bill (N8BR), John (KX4P), Wilson (W4BOH), Dave (W4SAR), Karen (KD4YJZ), Bob (K4FK), and Laurie (N1YXU)

The meeting minutes from the July BOD Meeting were approved.

The meeting minutes from the August Membership Meeting were approved.

Discussion Topics:

- General meeting planned for the September Membership Meeting. There will be several topics of discussion that will be included in the meeting's schedule. We have presentations scheduled for October and November. The Christmas party is planned for December. This means that we have the remaining 2023 Membership Meetings covered in terms of presentations or discussions. Bruce will follow-up regarding the timing of the IEEE vehicle presentation which will hopefully be in early 2024.
- Reminder – The discussion regarding getting air filters for the meeting room at the Baha'i Center was closed as documented in the July BOD Meeting minutes.
- The proposed agenda for the September 11 Membership Meeting was discussed. It included:
 - Field Day Update – Dave
 - Dave will give an update at the September Meeting.
 - Certificates for participants will be distributed at the Christmas Party. For the September BOD Meeting, Dave will put together a list of who will get certificates. Depending on the total number, we may purchase frames for the certificates.
 - Meteor Observations Using 6m Radio Telescope – John
 - John is preparing the presentation for the September Membership Meeting.
 - This will be a preview of a more detailed presentation at a future date.
 - Emergency Communications Interest Survey Response – Bruce
 - Bruce has consolidated and summarized the responses to the recent survey.
 - He will give a brief overview at the upcoming Membership Meeting and ask for volunteers to help lead the initiative in 2024.
 - Christmas Party – Laurie
 - The party will be held on December 11. The venue is to be confirmed; however, Laurie is working to reserve Union Grove United Methodist Church (location of last year's party).
 - At the meeting, a request for volunteers to be part of the planning team will be made.

- The meal will be primarily a potluck with attendees contributing a dish to pass.
- It was suggested that the guys make antenna decorations again this year. They were a big hit last year! The recommendation was that each Board member sketches an antenna. The sketches will then be used to model the antennas that the men will build for the party.
- Upcoming OCRA Elections – Bruce
 - In terms of the elected officers –
 - Bruce (as President), Dan (as Treasurer), Laurie (as Secretary) are willing to serve in 2024, if elected. However, they would not be insulted if others want to run for these positions.
 - Dan would like to have someone to work with to begin transitioning the Treasurer's responsibilities.
 - Bill (as Vice President) will not run for re-election in 2024.
 - If Bruce and/or Laurie are elected to serve again, 2024 will be their final year as officers.
 - In terms of the at-large Board members, Chris is the only person who will be serving the second of a two-year term in 2024. All remaining positions will be open for re-election.
 - It is appropriate to seek new members to be at-large Board members. This process will ensure new ideas and, potentially, folks who will be interested in running for officer positions in the future.
 - To help the membership understand the basic responsibilities of the Board, each officer will put together a short list of bulleted areas of responsibility that will be shared at the September Membership Meeting. These bulletized items will include the required activities and not the "nice to have" list. This will help everyone understand expectations and, hopefully, help entice members to voice interest in participating on the Board in 2024. The main responsibilities of the at-large Board members will also be documented and shared at the September Membership Meeting.
 - A recommendation was made to consider having assistants in some of the key Board positions. This would allow for transition in the future while cross-training today.
 - There was also discussion about potentially splitting current consolidated roles into separate roles. For example, the Treasurer (Dan) currently manages the fiduciary responsibilities of the club and also maintaining the club's website. While these areas are intertwined, they focus on different types of expertise.
 - It is also important to understand what responsibilities are required versus work that is done and is "nice to have".

- To help keep the membership informed and involved in overall club business, it may be wise to have general membership meetings more often. This type of meeting would mirror the planned agenda for the September Membership Meeting. Ensuring that members are aware of the topics handled at Board meetings will help engage members and solicit new ideas.
- Input from the Club Members –
 - There will be a general discussion at the September Meeting
 - This will be focused on inviting club members to share ideas of what we could/should prioritize as initiatives.

Respectfully submitted,
Laurie Meier, N1YXU
OCRA Secretary