

## OCRA Board Meeting Minutes – February 5, 2025

---

**Board Meeting Attendees** – Bruce (N1LN), Dan (KR4UB), Ron (KO4RON), Boyd (KO4GJO), Aurora (KN4VXB), Fred (KN4QBZ), Randy (KF4O), and Laurie (N1YXU)

---

The minutes from the OCRA January Membership meeting were approved after Fred's request for additional information about the \$100 donation was included. Note: This additional information was not discussed at the Membership Meeting.

---

### Discussion Topics:

- Welcome to the New Folks on the Team – Fred, Randy, and Ron!
- Updates on Show and Requests from the January Membership Meeting
  - Bruce has contacted all of the people who presented their requests at the meeting. His intention was to follow-up to understand what information and/or assistance they had received after the meeting. Unfortunately, there has been very little progress made across the board.
  - To prepare for the February Membership Meeting request updates and help members address their issues/concerns -
    - Bruce has worked directly with Sherri to discuss potential solutions to her grounding issues/concerns.
    - Eric will be visiting Bruce's ham shack and antenna field to discuss his goals and to understand what he may/may not be able to have in an HOA restricted neighborhood.
    - Boyd is working with Lee to program his HT and understand the intention of the shared multi-county frequency plan. They also had an impromptu demonstration of the capabilities between the original manufacturer's rubber ducky and an after-market antenna. They plan on getting back together in the next few weeks.
- Upcoming Membership Meeting Programs
  - Boyd shared a draft of programs for some of the remaining 2025 Membership Meetings –
    - February – Part 2 of the Show/Request Portion from the January Meeting, Treasurer's Report, Review of proposed 2025 programs, OCRA equipment inventory
    - March – OCRA Business Meeting
    - April – First Aid Customization (Boyd)
    - May – Short session for Field Day prep, 2<sup>nd</sup> set of By-Laws verbiage changes
    - June – Full session related to Field Day, additional short program (if needed)
    - July – OCRA Business Meeting
    - August – Field Day After Action Report, additional short program (if needed)
    - September – Need program

- October – Need program
  - November – Need program
  - December – Christmas Party
- Aurora suggested a meeting topic of wildfire preparedness. Fred is aware of a Chatham CERT related presentation that is being given in February on this topic by members of the State Forestry group. Due to Aurora's schedule, she won't be able to attend the presentation and believes it would be of interest to the larger OCRA membership. Fred volunteered to get the contact information to use to coordinate the presentation for an OCRA Membership Meeting.
- Boyd also had a suggestion for a program focused on generator safety. A representative from Generac might be willing to give a presentation at a meeting. Boyd volunteered to coordinate the program.
- The second changes to the By-Laws can easily be moved as programs are confirmed.
- Financial Update –
  - Ron reviewed a format that he proposed to be used for financial updates. He reviewed the detailed line items.
  - A draft annual expense budget was discussed along with the number of paid members needed to fund the expenses.
  - Ron and Laurie agreed to meet and review the revenues and expenses related to the Christmas Party. They also agreed to discuss methodologies to manage the associated funds.
  - Ron will put together a financial report that will show actual versus plan that will allow us to understand how actual spending is mapping against budgeted amounts.
- Training
  - Randy referenced the Saturday net script section that asks for emergency or time-valued traffic to be communicated in conjunction with several newly licensed hams who are in the club. Combine these two observations and the need for training is clear. Basic traffic handling and other training topics would be very valuable.
  - In parallel, Bruce and Fred have discussed potentially having training that starts with the basics and progresses through more detailed information and processes. For example, the training might start with the phonetic alphabet, continue with pro words, review forms, and then progress to passing traffic.
  - The next step is determining who would do the training.
  - Ron recommended having an interactive activity to make it interesting rather than a presentation. There should be issues and the need to have repeats, etc. An advance warning could be given that a message will be passed on an upcoming Saturday morning net. Folks could be pointed to the location of an ICS-213 form for review and use in the exercise.
  - Given that the Membership Meeting will happen on the following Monday, the upcoming training will be highlighted and hyped for people to participate.

- Randy offered to have printouts of the phonetic alphabet and of the ICS-213 available to hand out at the upcoming February Membership Meeting.
- Ron offered to prepare a list of fourteen five-letter code words that will be used in the training. The code words will be given phonetically. As people check out of the net, they will be asked to say the five-letter code word that corresponds to the order in which they are checking out. For example, the first person to check out will need to say the first five-letter code word given. The eleventh person to check out will need to say the eleventh five-letter code word given.
- OCRA Equipment Inventory
  - Bruce reviewed a draft of the list of OCRA equipment that is currently stored at various locations. The list is not a complete inventory of the equipment but should prompt folks to provide information about the equipment that they may have at their homes.
  - The draft includes equipment that is being stored by Bruce or Dave (W4SAR). Dan indicated that he has equipment that should be added.
  - The list will be reviewed at the upcoming club meeting. Members will be asked to provide Bruce with lists of additional items to be included in the inventory.
  - Ron offered to help Bruce with the inventory process since he is the materials officer to another organization and is familiar with tracking and disposal of items.
  - Dan brought up the ground rod pounder, which does not belong to the club. The club was not interested in purchasing one. That resulted in a group of folks pooling funds and purchasing a ground rod pounder. Dan has a list of the folks who contributed to the purchases.
  - Boyd has two dummy loads that were donated to the club. Based on their size and capability, it might be worth considering selling them at a RARSfest or auctioning them to raise funds for the club. Until that decision is made, the dummy loads should be added to the inventory.
- In support of OCRA Outreach, Aurora recently sent an email inquiring what it would take to have a booth at the upcoming NC Science Expo that will happen in April.
- Aurora has also been able to secure a temporary team that will step in as the Ham Pi coordinator until after she graduates. Ben and Sherri are tag teaming leading the group. Ben has already come up with a list of activities and ideas (e.g. a DIY POTA day, a KV4P build day). It would be ideal for Ben to have an update to present at the March Membership Meeting.
- Bruce commented that Sherri has signed-up with the CW Ops club in the CW class. It's interesting to note that the group doesn't start with sending slow code. The starting speed of letter groups is between 20 and 25 WPM. She's having a great time and participating quite a bit. Her goal is to be good enough to participate in Field Day as a CW operator.

Respectfully submitted,  
Laurie Meier, N1YXU

OCRA Secretary