

## OCRA Membership Meeting Minutes – March 10, 2025

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**Meeting Attendees** (Total of 35 in-person and on Zoom) – Bob (W4FK), Paul (N2XZF), Boyd (KO4GJO), Laurie (N1YXU), Bruce (N1LN), Dan (KR4UB), Dave (W4SAR), Karen (KD4YJZ), Randy (KF4O), Doug (KA5ETS), Fred (KN4QBZ), Chip (KF4WBK), JR (N4JQR), Ron (KO4RON), Patrick (KO4QLU), Sam (KJ4VWG), Brad (WZ4BSS), Chris (KE5ABB), Debbie (KR4BTK), Randy (KR4BUR), Tim (KC1TWR), Ken (KO4DHJ), Steve (KZ1X), Dave (NA4VY), Dave (K4DJW), Charles (KQ4TNF), Sherri (WB4OSU), Mark (KR3AM), Bill (N8BR), Barry (K2IX), Lee (KQ4ZZD), Matthew (KQ4ZYW), Ryan (N7RYN), Aurora (KN4VXB), and Wilson (W4BOH).

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### Meeting Topics –

- Bruce (N1LN) thanked everyone for checking-in using phonetics. That practice has been adopted for the weekly Saturday training net. It is also very helpful for recording attendance at the monthly Membership Meetings.
- Bob (W4FK) announced the upcoming 2<sup>nd</sup> annual DFMA picnic that will take place on Saturday, April 12, at the Eno River Confluence Area nature area in Hillsborough. OCRA and Orange County CERT members have been invited to attend. Bob had a signup sheet at the meeting. Those who will attend are asked to bring a covered dish to share. DFMA will provide hotdogs and water. Please bring your own beverages, no alcohol. There will be at least one POTA station in operation.
- By-Laws Update and Vote – Bruce
  - Until recently, Dan (KR4UB) has held many concurrent positions in support of OCRA. When Ron (KO4RON) was elected as Treasurer, Dan no longer held an elected position in the club.
  - Historically, the insurance policy has been worded to include liability coverage for elected positions in the club. This has meant that Dan, as an elected club leader, was covered from a liability perspective.
  - Dan is currently the trustee of W4UNC which is the call sign used on all the OCRA repeaters; however, he is no longer an elected official. This leaves him open and exposed from an insurance perspective. We need to remedy that situation.
  - The recommended solution is to amend the Bylaws so the repeater trustee is a member of the Club Leadership Team all of whom would be described as being elected positions. This would therefore include the repeater trustee as an elected position and covered by the insurance policy from a liability perspective.
  - In addition, the recommendation includes a retitling of the repeater trustee role as Club Station Call Sign Administrator (CSCSA) and details the roles and responsibilities of the individual.
  - The proposed update to the Bylaws is shown below and presented as an addition to Section 2 as item E–

Club Station Call Sign Administrator - In accordance with FCC regulations, the Club Station Call Sign Administrator (CSCSA) is part of the OCRA Leadership Team and therefore a Club Officer. The responsibilities of the CSCSA include the following:

1. Ensure that all communications & documentation required by the FCC and SERA (Southeastern Repeater Association) to provide & maintain the OCRA club call sign are completed and up to date.
  2. Ensure proper operation of OCRA stations (radio repeaters) in accordance with FCC Regulations.
  3. Take immediate action (e.g. repeater shutdown) and notify the OCRA Board of Directors of any violations of FCC regulations or limitations of use of OCRA radio property imposed by the OCRA Articles of Incorporation, dated August 11, 1992, Section 3 (Purposes) & in the OCRA Repeater Code of Conduct approved by the OCRA Leadership Team on April 13, 2021.
  4. If appropriate, may also be the Repeater Team Lead. If so, the additional responsibilities would include being the custodian of OCRA radio property as well as the focal point for build, compliance & deployment with site owners co-sponsoring OCRA radio systems.
- Note that the entire Bylaws document will be reviewed and updated, as appropriate, as part of an upcoming Membership Meeting.
  - Chip (KF4WBK) moved to vote to add the proposed modification to the Bylaws. Brad (WZ4BSS) seconded the motion. The motion passed with a unanimous vote from all attendees (in-person and on Zoom).
  - The official, out of cycle vote for the CSCSA position will take place at the April Membership Meeting.
  - Chip (KF4WBK) made the recommendation to vote on Dan to be the interim CSCSA to ensure there would be official repeater management until the April Membership Meeting vote. As a result, Karen (KD4YJZ) moved to elect Dan (KR4UB) as the Interim CSCSA. Paul (N2XZF) seconded the motion. The motion passed with a unanimous vote from all attendees (in-person and on Zoom).
- Training – Randy
    - Special thanks to Randy (KF4O) and Ron (KO4RON) for all the work they have been doing to prepare and deliver training on the OCRA Saturday morning nets.
    - A team has been named to lead the training efforts. Members include Ron (KO4RON), Randy (KF4O), Fred (KN4QBZ), and Bruce (N1LN). Anyone and everyone is invited to join the team. If you're interested in being part of the team, please reach out to one of the people listed above.
    - Important note: The OCRA-DFMA Groups.io email will be the standard way that training information will be communicated. If you are not currently receiving email

from OCRA-DFMA Groups.io, go to the OCRA website <https://ncocra.org>. Follow the instructions provided in the link to join. Further information (including screenshots and files/videos for you to review) and instructions are seen on the YouTube video of this meeting. The YouTube link is provided in a later section in these minutes.

- If you are currently receiving communications via email about OCRA events, you should not assume that you are subscribed to the OCRA-DFMA Groups.io email. Please make sure that you follow the steps outlined in the YouTube video to make sure you are subscribed. If you have questions or issues, please contact Randy directly.
- Planned training focus areas -
  - March 15 – Prowords
  - March 22 – Using the ICS-213 form to send and receive messages
  - Future topics – Increasing QSO skills for Field Day, determining repeater frequencies during travel, reviewing online ham radio related tools
- Randy has also developed a new script that will be used by the net control operator on the Saturday training nets. Thank you to everyone who has stepped up to be the net control operator!
- Show and Request Update – Boyd
  - Charles Harris (KQ4TNF) and Boyd worked together to get a pulley and halyard placed in a tree at Charles' QTH. The next step will be to get additional lines up and the antenna in place. An electrician will help with the entry panel, coax run, grounding rods, bonding, and other activities.
  - John Boone (KM4MDR) came over to Boyd's QTH to help cut plywood for the shelves on his ham radio station table. Boyd needs to sand and paint the shelves before putting them in place.
  - Ron (KO4RON) is interested in Boyd helping him with an antenna launcher.
  - Lee Medlin (KQ4ZZD) and Boyd will get together again to test Lee's radio with an aftermarket antenna.
  - Sincere thanks to Boyd for all his work in this area!
  - If you are on Groups.io and have a request for assistance, please simply send a message with information about your request. It is a great way to reach club members.
- Treasurer's Report – Ron
  - Ron provided a financial update. Note that club financial information will not be included in meeting minutes and will not be included in YouTube recordings.
  - If you are not able to attend Membership meetings in-person and are curious about the club financial updates, please contact Ron directly.
- Membership Meetings Programs Update – Boyd
  - Planned meetings currently include –
    - April 14 – First aid kit customization and importance of checklists (Boyd)

- May 12 – Short session for Field Day prep and pending generator safety program
- June 9 – Full session for Field Day prep and another short (TBD) presentation if time permits
- July 14 – Business Meeting with officer reports, special interest group updates, and additional topics
- August 11 – Field Day results and after-action report and another short (TBD) presentation if time permits
- September 8 – Wildfire prevention and remediation
- October and November – Programs TBD
- December 8 – Christmas Party
- Closing Comments
  - RARS fest is scheduled for April 5. Groups.io could be used to communicate who may be planning to go and those who are planning on having tables who may need help staffing the tables.
  - Aurora (KN4VXB) updated the group to say that the planned outreach event will likely be Hog Day later this year. More information will follow.
  - Wilson (W4BOH) talked about (years ago) folks tearing apart old television sets to make ham radios. There is a group who is interested in this activity. A group activity is being planned at Wilson's QTH. If you're interested in participating, please contact Wilson.
  - Dave (W4SAR) had a show 'n tell. At a local antique mall, Dave found a homebrew antenna switch. Someone turned a peanut can into a six-position antenna switch. Check out the YouTube video to see the ingenious design!
- You can see the full video of the membership meeting by going to this YouTube link - <https://www.youtube.com/watch?v=w9c336VVGgA>
- The next OCRA Membership Meeting will be held on Monday, April 14.

Respectfully submitted,  
 Laurie Meier, N1YXU  
 OCRA Secretary