

OCRA Board Meeting Minutes – August 26, 2025

Board Meeting Attendees – Bruce (N1LN), Dave (W4SAR), Karen (KD4YJZ), Fred (KN4QBZ), Dan (KR4UB), Matt (KQ4ZYW), Wilson (W4BOH), Boyd (KO4GJO), Bob (W4FK), Ron (KO4RON), Randy (KF4O), Aurora (KN4VXB), and Laurie (N1YXU)

The minutes for the August Membership Meeting were approved. The July BOD Meeting minutes were approved with an additional comment related to the Field Day QSO training that was provided at the June Membership Meeting. Essentially, the comment indicates that this type of training may be offered periodically at different meetings and venues.

Discussion Topics:

- Recent Updates to the Repeater Code of Conduct – Dan
 - About a week and a half prior to the meeting, Dan forwarded a copy of the current Repeater Code of Conduct to the group. Since that time, Dan and Bruce have had discussions and believe there is an additional section that needs to be included.
 - Earlier this year, the club received a request from a group wanting to hold a prayer meeting on the repeater. As a 501c organization, activity that is conducted on our repeater needs to be in line with our mission statement. This request was the start of conversations between Dan and Bruce to add Item 3b to the current documentation to better define what is/is not acceptable in terms of topics discussed on the repeater. The updated item reads “Traditionally topics including, but not limited to politics, religion & sex can inflame deep feelings, passions, and polarize factions within any group. Topics which could be inflammatory are to be avoided on OCRA repeaters. With due respect, OCRA holds to this tradition that these topics have no place on amateur radio.”
 - The Board agreed to the updated verbiage, as detailed above.
 - To ensure the OCRA membership is aware of the update, at an upcoming Membership Meeting the change will be communicated.
 - Ron will set a quarterly reminder for himself to review the list of folks who have/have not acknowledged review of the Repeater Code of Conduct. Members will be reminded via email to review the updated Repeater Code of Conduct referencing the date of the approved change.
- Succession Planning – Fred and Bruce (Note: Comments shown below reference the status in 2026)
 - Elected
 - President – OPEN
 - VP – Boyd will be in his 2nd year
 - Treasurer – Ron will be in his 2nd year
 - Secretary – Matthew will be in his 1st year
 - Repeater Trustee - Dave

- Appointed
 - Repeater Team Lead – Dan
 - Net Manager – Randy
 - Web Master – Dan
 - Outreach – Aurora
 - DFMA Liaison – Bob
 - Ham Pi – Aurora
 - Field Day – Dave
 - Training Coordinator – OPEN
- Elected – Board of Directors
 - Dave will be in his 2nd year
 - Fred will be in his 2nd year
 - Brad will be in his 1st year
 - Ben will be in his 1st year
 - Feedback is needed from Karen, Aurora, Bob, and Wilson regarding their interest in continuing to serve on the Board.
- Note that the topic of term limits, number of Board of Directors, and other related items will be discussed at the September BOD Meeting as the Bylaws are reviewed, updated, and approved for additional review and approval at the October Membership Meeting.
- In addition to reviewing the lists above, there was quite a lot of conversation regarding succession planning (e.g. potentially having the VP move into the President role as a normal process). These types of discussions will be vital to work through as the Bylaws are reviewed in the September BOD Meeting.
- Side topics related to the open Training Coordinator position during this section of the meeting included –
 - Having Winlink training as a focus for the first quarter of 2026 (Randy)
 - Having coax termination training as a focus for the second quarter of 2026 (Bruce and Dan)
 - Aurora is also meeting with Wilson to coordinate a group to focus on using old televisions to build transmitters.
 - Aurora is also thinking about organizing a KV4P build day. This would turn your phone into a 1 watt radio.
 - In terms of participating in the ARRL SET, scheduled for early October, the decision was to potentially focus on participating as an individual and possibly work toward participating as a club in future years.
- Programs Survey –
 - Sincere thanks to Matthew for his time putting together the survey that will be sent to the membership. The survey will be used to help inform the 2026 Leadership Team regarding the types of presentations/topics that interest the OCRA

membership. The results may be useful in planning future membership meetings and other club activities.

- Matthew reviewed the results of the Board members responding to a test survey over the last few weeks. Jotform, the online form builder used to create the survey, allows easy editing of the initial survey itself. It also has graphic results that are available for reporting summary and detailed information.
- The results of reviewing the survey include the following –
 - Slightly modifying the form to include consistent numbering in the list of topics and the definitions.
 - Having a QR code shown at the September Membership meeting that will allow those attending (in-person and on Zoom) to complete the survey in real time. Note: Aurora volunteered to create the QR code.
 - By September 1, Board members helping Matthew complete the definitions of topics included in the list. Matthew will send the list to everyone. Those who are comfortable with specific topics will add the definitions and copy everyone on the response.
 - Prior to the September Membership Meeting, sending the survey to the DFMA/OCRA reflector requesting input and not narrowing the request to only OCRA members. Note: At the September Membership Meeting everyone will be told that the survey has been sent and reminded to complete it. A deadline to complete the survey will be included in the email.

Respectfully submitted,
Laurie Meier, N1YXU
OCRA Secretary