

OCRA Board Meeting Minutes – May 27, 2025

Board Meeting Attendees – Bruce (N1LN), Dave (W4SAR), Karen (KD4YJZ), Ron (KO4RON), Randy (KF4O), Fred (KN4QBX), Aurora (KN4VXB), Dan (KR4UB), and Laurie (N1YXU)

The minutes for the April 22 OCRA Board Meeting and the May 12 OCRA Membership meeting were approved.

Discussion Topics:

- Succession Planning Next Steps –
 - The group discussion focused on (1) the overviews that current Board members have given at recent Membership Meetings and those planned for future meetings and (2) how to get more people interested in serving on the Board.
 - After significant discussion on both topics, the conclusions were –
 - The overviews are going well and give members a high level understanding of the roles. In addition, having current Board members talk directly with prospective candidates, acknowledge they might be a good fit for a particular position, and personally invite them to consider being part of the Board could be more effective.
 - Overviews of the Treasurer and VP positions were initially scheduled for the June Membership Meeting. Since the final Field Day planning will be the full focus of the June Membership Meeting, these two overviews have been rescheduled. The overview of the Field Day Coordinator was also added to the list of positions that need to be reviewed. The proposed topics for upcoming Membership Meetings is shown below in these minutes.
 - To entice people to become involved in the Board election process (nominating candidates and/or serving on the Board), the following was agreed to –
 - Fred will be the point person to receive email messages from OCRA members that include nominations. His email address is gvillof@pm.me. Nominations can be sent by any member, including current Board members. Fred will communicate back to folks if they have nominated someone who has already been nominated by another member.
 - If the nominee is elected, he/she will receive free membership dues for one year.
 - If the person making the nomination is not a current Board member, he/she will also receive free membership dues for one year.
 - This process will be reviewed at the July Membership Meeting.

- Agenda Items/Programs for Upcoming Membership Meetings -
 - July 14 – Field Day Debrief lead by Dave
 - August 11 – Business Meeting
 - Updated Bylaws Review
 - Overviews of Final Board Positions – Treasurer, VP, Field Day Coordinator
 - September 8 – A.K. Kelly, Director of Forestry in Orange County, will give a presentation about wild fires

- Hog Day –
 - In the recent past, a suggestion was made that OCRA have a booth setup at the September Hog Day event to promote visibility of our club and amateur radio, in general. This would be a focus outreach event for the club.
 - A reservation for a spot/booth cost \$175. The club would need to supply the table, canopy/tent, signage, equipment for demonstrations, and supplies for additional information to be provided to attendees. The club would also need volunteers to set-up, attend the event, help with work at the booth, and tear down at the end of the event.
 - The event is scheduled for Friday, September 12 and Saturday, September 13.
 - Reservations will open on June 1. Based on prior history, it appears that spots will be taken quickly.
 - To defray some of the expense for the booth, a recommendation was made to ask OCRA members to make monetary donations. The donations would be collected at the Friday Field Day potluck dinner.
 - After a detailed discussion, the Board members agreed unanimously to attempt to get a booth for Hog Day. If successful, there will be a donation basket and signup sheet for volunteers at the Friday evening Field Day potluck dinner. It was also agreed that OCRA will reimburse Aurora \$175 irrespective of the amount of the donations collected at Field Day.

- Field Day – June Meeting
 - The entire June OCRA Membership Meeting will be dedicated to final preparation for the OCRA/DFMA Field Day operation.
 - Dave is working on the final presentation slides that will be reviewed at both the DFMA and OCRA Membership Meetings.
 - Bruce has put together a reference on how to use the K3 transceiver. The detailed presentation is several pages in length. It will be emailed to the OCRA/DFMA reflector. At the June meeting, Bruce will review only the high level areas that are included in the reference.

- There is a good presentation on YouTube that gives an overview of how to use the N3FJP software that will be used by the SSB and Digital stations to log QSOs at Field Day. Dave will encourage folks to review the YouTube video.
 - Dave indicated that there currently is no band captain for the 20/80 meter station that will be in the garage. He will send out a request for a band captain.
 - Howie (WA4PSC) and Bruce will be going to Wilson's to figure out the antennas that will be used for the CW station in the Land of Magic.
 - Bruce and Dave discussed potential antenna interference. Dave will assess where the stations and antennas will be to minimize or eliminate interference.
 - The team agreed to have a simulated training to log Field Day QSOs. The training will be part of the June OCRA Membership Meeting. A script will be put together to include a few simulated exchanges. Dave will display N3FJP and will log the QSOs. This training will allow everyone (at the meeting, on Zoom, and those who watch the YouTube video of the meeting) to hear and see examples the exchanges given in Field Day QSOs.
- Board Member Availability for Summer Meetings –
 - Since summer months can include out of town plans, we need to access which Board members will/will not be available to attend/lead upcoming Board and Membership Meetings.
 - Fred also made the suggestion that we have a contact list for Board members. This would include cell phone numbers and email addresses.
 - To accomplish both items listed above, Bruce will send one email to all the Board members asking for feedback regarding summer schedules and requesting contact information.
- Ron and Bruce discussed scheduling time to go to Truist Bank to ensure required signatory updates are made to reflect current OCRA officers who are authorized to approve financial transactions for the club.

Respectfully submitted,
 Laurie Meier, N1YXU
 OCRA Secretary