

## OCRA Membership Meeting Minutes – August 11, 2025

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**Meeting Attendees** (Total of 28 in-person and on Zoom) – Bob (W4FK), Paul (N2XZF), Boyd (KO4GJO), Laurie (N1YXU), Bruce (N1LN), Dan (KR4UB), Dave (W4SAR), Karen (KD4YJZ), Jerry (KR4DTD), Randy (KQ4RRO), Matthew (KQ4ZYW), JR (N4JQR), Tim (KC1TWR), Dave (NA4VY), Brad (WZ4BSS), Ron (KO4RON), Charles (KQ4TNF), Mark (KR3AM), Kevin (KW4EE), John (soon to take the licensing exam), Alice (KQ4FCA), Dan (soon to take the licensing exam), Chuck (WW4L), Aurora (KN4VXB), Mike (KN4ZHP), Sam (KJ4VWG), Chip (KF4WBK), and Wilson (W4BOH).

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### Meeting Topics –

- Opening Comments – Bruce welcomed everyone to the meeting and reviewed the agenda.
- Christmas Party – Boyd
  - The Christmas party is scheduled for Monday, December 8, in lieu of the monthly Membership Meeting.
  - Boyd will be sending a few emails from the reflector requesting two to three volunteers to help plan the party and make sure the supplies, prizes, and other needed items are available or purchased. He will also request folks to volunteer to help set-up the party and tear down after the party. Your help will be appreciated!
  - The location of the party will be the same as it has been for the last few years. It will be held at Union Grove United Methodist Church. The address for the church is 6401 Union Grove Church Rd in southern Hillsborough. It is near Maple View Farms.
  - Boyd had a sign-up sheet at the meeting for those who will be attending the Christmas Party. Typically, the cost has been \$10 per person. Attendees bring potluck dishes for the meal.
  - Further information will be communicated through email and also at upcoming Membership Meetings.
- Succession Planning –
  - Treasurer – Ron
    - Prior to Ron holding the Treasurer's position, Dan (KR4UB) had been the OCRA Treasurer for several years. Recently, Ron worked with Dan with the understanding that Ron would take over the responsibility.
    - Ron reviewed the main areas that he manages for the Treasurer role. He is completing the first year of a two-year term. Ideally, another member would work with Ron to shadow him in this role to get more familiar with the specific activities and to potentially take on the Treasurer's position in the future.
    - If you're interested in learning more about the Treasurer's role and shadowing Ron, please contact him directly at [KO4RON@arrl.net](mailto:KO4RON@arrl.net) with "Treasurer" in the subject line.
  - Vice President – Boyd

- Boyd discussed the main responsibilities of the Vice President and reminded everyone that the term for this position is two years. He is currently at the end of the first year of his term.
  - If you're interested in learning more about the Vice President role and working with Boyd, please contact him directly at [wordwalker3@gmail.com](mailto:wordwalker3@gmail.com).
- Overall Succession Planning Presentations – Bruce
  - At this point, all succession planning presentations have been given by those who currently hold the roles with the exception of an individual Board of Director role.
  - As of now, three people have come forward and voiced interest in becoming part of the Board. They include Matt (KQ4ZYW) for the Secretary position, Ben (KO4BHX) as a Board Member, and Brad (WZ4BSS) as a Board Member. Many thanks to each of them.
  - There are some positions at risk including President, Call Sign Trustee, and additional Board Members.
  - Bruce will be reaching his four-year term limit as President at the end of this year.
  - Dan has put together a very detailed description of the Call Sign Trustee. If you are interested in reviewing the tasks, please reach out for the information.
  - Some Board of Directors positions will be open. Currently, there is no limit for the number of Board of Directors that are allowed. This role is a great way to participate in the club's decision making team and get more insight into specific Leadership Team role and their responsibilities.
  - If you are interested in more information on any positions on the Board, please reach out to the person who currently holds the position or contact Fred (KN4QBZ) by sending an email to [Gvillof@pm.me](mailto:Gvillof@pm.me).
  - Wilson brought up the request to have a few people trained to be able to take over the responsibility of managing the Zoom side of the Membership Meetings. He currently brings all the necessary equipment to the meeting for Zooming. In the meeting, Ron and Chip volunteered to be backups. Wilson, Ron, and Chip will work together to make sure a backup plan is in place.
- Quarterly Treasurer's Report – Ron
  - As customary, the Treasurer's report is not shared in meeting minutes or on recorded club videos.
  - If you were not able to attend the meeting, please follow-up with Ron with any questions that you may have.
- Membership Meeting Programs Survey – Bruce
  - As Boyd mentioned, one of the key responsibilities of the Vice President is to coordinate programs for the monthly Membership Meetings. We have been very

fortunate to have had many very interesting programs over the past several months that have been provided by club members and folks outside the club. There does come a time, however, when it is difficult to source new, interesting topics for the meetings.

- At the July Board Meeting, the group discussed the need to ensure the ability to have engaging topics for meetings and to ensure that members have a voice in the subjects of the programs. This will be especially informative to the new Leadership Team in 2026 as they begin planning meetings for next year. The programs for the remainder of 2025 have been planned and scheduled.
- The result of the discussion was the request to have a survey designed that would go to the membership to solicit input for program topics. Matthew and Brad volunteered to create the survey.
- Currently, Board Members are completing the draft survey and will review the process at the August Board Meeting.
- In the coming weeks, please look for an email that will be sent inviting you to provide input via the survey. The results of the survey will be the main topic of discussion at the November Membership Meeting. Note that the email will be sent via the reflector which means the recipients will include OCRA/DFMA members. The survey is focused on OCRA meetings. Matthew said that a note can be added at the top of the survey indicating that it is specific to OCRA meeting topics.
- In advance, thank you for your time and input. It is critical that the club addresses the needs and interests of the membership.
- General Discussion –
  - Wilson suggested that the club buys a door mat for the Baha'i Center since folks tend to track in dirt when they come into the facility for the meeting. Bruce put the request to a recommended vote. Chip seconded the vote. The vote was carried unanimously, and the club will pay for the door mat.
  - Aurora reminded everyone to look out for an email about getting a group together to go to the State Fair in October and work in the Ham Radio exhibit are to answer amateur radio related questions. Thank you to those who have already signed up for this outreach effort.
  - Chip mentioned that the Red Cross offers free smoke alarm installation. If you're interested in more information, go to your local Red Cross website and look for the "Request a Smoke Alarm" or similar link. Follow the instructions that are provided. Remember that smoke detectors are only good for ten years. Chip will also post the information on the reflector.
  - Wilson mentioned that Winston-Salem (October 18), Lexington (September 27), and Shelby have upcoming hamfests. Regarding the Shelby hamfest, Brad added that while the actual hamfest is scheduled for Friday, August 30, and Saturday, August 31, the "land rush" will start the Sunday/Monday before. This is the time when folks

- come in to set-up for the outside flea market spaces. As information becomes available regarding the hamfest, Brad will send an update to the reflector.
- There are two YouTube videos for this Membership Meeting. They can be found at the following links –
    - Part 1 – <https://youtu.be/cJ4BQzPETdA>
    - Part 2 – [https://youtu.be/2bQke\\_YGu98](https://youtu.be/2bQke_YGu98)
  - The September OCRA Membership Meeting will take place on Monday, September 8.

Respectfully submitted,  
Laurie Meier, N1YXU  
OCRA Secretary