

## **OCRA Board Meeting Minutes – November 25, 2025**

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

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The minutes for the November Membership Meeting and the October BOD Meeting were approved. Note: The lengthy discussion regarding grounding at the end of the November Membership Meeting was intentionally omitted from the minutes. Due to the nature of the conversation, a cohesive summary of the multiple discussions was not possible.

*Action item – Fred agreed to follow-up with Clain (KE4CA), and his comments about whether his brother would be able to provide information about grounding recommendations. Dan agreed to provide Fred with Clain's email address.*

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### **Discussion Topics:**

- Last Board of Directors Meeting for Bruce (N1LN) and Laurie (N1YXU) – Due to the holidays, the December 23 BOD meeting was canceled. If there are issues that come up, they will be dealt with via email.
- Special Request – OCRA Repeater Scheduling
  - This was an action item that Bruce took at the last meeting.
  - Bruce and Dan worked on the language of the process and sent the proposal to the group for review.
  - Current language of the process after the special request is received –
    - Trustee receives the request.
    - Trustee reviews the request and either approves or rejects.
    - If the Trustee needs input from the OCRA Leadership Team to determine if the request should be approved or rejected, the Trustee will reach out to the OCRA Leadership Team for input.
    - Trustee sends notification to the OCRA Leadership Team.
    - President summarizes request and sends to OCRA Membership using Groups.io.
    - If the request is for Saturday, the Net Control for Sat Aux Net will relay and, depending on need, move the net to the backup repeater.
  - After everyone has reviewed the updated verbiage and agreed with the process, it will be posted on the website as the Event Request Form.
- January Membership Meeting Update
  - Bruce and Boyd discussed this at the November Membership Meeting and decided that, in addition to the annual elections, the program would feature Show and Tell topics from members.
  - As of the time of the meeting, there were not many folks who had responded with interest in presenting the Show and Tell topics.

- Those who had responded with interest in presenting are shown below –
  - Paul Robertson (N2XZF) – Homebrew Moxon antennas (10m/6m) and potential SDR and how to use one
  - Tom Beckett (KR4BTP) – Station built so far and homebrew 6m flower pot antenna
  - Ron Craig (KO4RON) – Keyer that he built
- Bruce will work with the presenters to make sure they know the requirements for the PowerPoint slides that will be used at the meeting. For example, information included on the slides needs to be easy to read by folks at the meeting and on Zoom.
- 2026 Programs Survey – Next Steps
  - The results of the survey were reviewed at the November Membership Meeting. The intent of requesting feedback from the membership was to help the 2026 Leadership Team members develop programs of interest to the club.
  - The top choices in the survey include –
    - Antennas – VHF, UHF, HF, and above (28 votes)
    - Station Safety and Grounding (20 votes)
    - Battery Types, Applications, and Maintenance (19 votes)
    - Digital Modes (16 votes)
    - DX Operating and Contesting (15 votes)
    - Propagation, Sunspots, SFI, A and K Index, etc. (15 votes)
    - Winlink (14 votes)
  - Next steps -
    - Determine which are presentations, training sessions, or out of scope.
    - For those that are presentations, determine –
      - If the presenters are within the club membership
      - If not, determine how and who could locate a presenter
    - Determine which months work for the club meetings and the presenter for scheduling purposes
  - Boyd agreed that the responsibility of following through with next steps falls into his lap. He would like to form a team to help with the work needed to plan programs.
  - Aurora, Fred, and Ron volunteered to be part of the team.
  - Note that within the feedback from the survey is a list of folks who have already volunteered to present the topics or help the presenter. Bruce will forward the list of these folks to the group.
- February and March Programs
  - The program for the January Membership Meeting has been determined. What are the next steps to figure out the topics for February and March.
- Open Discussion –
  - The transfer of Secretarial responsibilities has been completed (from Laurie to Matthew). The ownership of the OCRA YouTube channel is still being worked and

will need to be resolved before the video for the January Membership Meeting is uploaded to YouTube.

- Bruce will also need to make sure that the two keys he has (one to the safety deposit box at the bank and to the post office box, are transferred to Boyd.
- In addition, Boyd will need to go to the bank with Ron to make sure Boyd is included on the signatory card for the club's bank account.
- Laurie provided screenshots of how to set-up the OCRA YouTube account to make sure the cloud recordings are in the format currently being used for the membership meetings. The screenshots were provided to Matthew, Ron, and Dan.
- Ron recommended that Matthew looks for someone to shadow him to understand the responsibilities of the Secretary.
- Boyd asked for assistance to set-up the church facility for the Christmas party. The set-up starts at 10:00am on the day of the party. Otherwise, the final party planning is going well.

Laurie Meier, N1YXU  
OCRA Secretary