

KALAMAZOO AMATEUR RADIO CLUB
MINUTES THE MEETING OF THE BOARD
Monday, March 20, 2018

A meeting of the Kalamazoo Amateur Radio Club Board (the "Board"), was held on Tuesday, March 20, 2018 at the American Red Cross Kalamazoo Chapter House.

Officers Present: Edward Halcomb (KD8WAV) President, Charles Agosti (WD8AXA) Vice-President, Mark Kerstetter (KE8HAA) Secretary, Alex Stuart (KE8ICM) Treasurer

Also Present Were: Ron Schubot (N8CML)

Officers Absent: John Tucker (WB8ZVV) Trustee, Randy Mead (KE8R) Member At-Large; both excused

- 1. Call to Order:** Ed (KD8WAV) called the meeting to order at 7 pm (Eastern Standard Time) and Mark (KE8HAA) recorded the minutes. A quorum of officers was present, and the meeting, having been duly convened, was ready to proceed with business.

Ed (KD8WAV) encouraged Board members to bring their HTs and use them to request building access on 147.000 if they are unable to enter the building.

- 2. Report of the President** Ed (KD8WAV) reviewed the agenda and welcomed everyone to the meeting.

The revised (version 3) Minutes of the Board Meeting of January 23, 2018 were distributed. The Minutes of the Special Board Meeting of February 12, 2018 were distributed. No changes were proposed, and the minutes were accepted.

Vacant Member At-Large Position: Ron Schubot (N8CML) was asked by Charles (WD8AXA) if he was agreeable to having his name placed into nomination as a Member At-Large representative. After consulting the Club Bylaws, Ron's name will be placed in nomination for the position and voted upon at the March Club Meeting. Ed (KD8WAV) thanked Ron for his willingness to volunteer.

Review of Board SWOT Analysis: The members of the Board were asked to complete a SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis regarding the Club. Responses were discussed. After reviewing all statements provided by Board members, discussion focused on improving the "identity of the Club". Doing so should improve interests both within and outside the Club, potentially increasing age and gender diversity and interests within the Club. The Board favors strengthening the identity of the Club both within the Club and in the public.

Ed (KD8WAV), shared Member feedback gathered by question cards distributed at the February Club Meeting. The following six items were discussed:

- (1) Kalamazoo needs a D-STAR repeater. Is equipment for such a repeater available locally? Should we seek assistance from the 5th District? Should the Club attempt to work on the project alone?
- (2) Charles (WD8AXA) intends to rebroadcast either the *ARnewline* or *ARRL Audio News* on the 220/440 Repeater, probably early on Wednesday evenings.
- (3) Relocate 220 Repeater.
- (4) Find someone to become the Club PIO (Public Information Officer).

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- (5) Have a Club kit build.
- (6) Have digital mode training.

Club Calendar: Ed (KD8WAV) distributed a revised Club Calendar that contains dates for Club meetings and events, Board meetings, and other events of interest to hams. New calendar items include: Skywarn Training in Calhoun County (2/24), Club kit build (3/31), MI QSO Party (4/21-22), Club Fox Hunt (9/22), and next Annual Club Meeting (1/17/2019). Some of these events are discussed later in this meeting.

Themed Meetings: The Board and Club should consider identifying “themes” for Board and Club meetings.

MI QSO Party: The Club should participate in the Michigan QSO Party. The Board agreed that the Club should participate using the Club shack at the Red Cross Chapter on April 21-22. This opportunity would be open to all Club members. At a minimum the station would operate from about noon until 4 pm or 5 pm on Saturday and possibly on Sunday Morning. Operators could eat and take breaks at the Red Cross Chapter. The Board needs to identify an event leader.

Club Kit Build: The Board discussed a Club build projects that include building several components, over several build days, for a Fox Hunt and building a 40-meter crystal-controlled receiver. The 40-meter receiver kit costs about \$15. Components include: an offset attenuator and a directional Yagi antenna. Costs are estimated be about \$15 per component.

Motion: *The Board will order 5 Fox Hunt Offset Attenuator kits. The number of kits is based on minimal participation expectations and to gage timeliness of delivery for additional kits.* **Proposed:** Mark (KE8HAA) **Supported:** Alex (KE8ICM) **Vote:** 4-0-0

3. **Report of the Treasurer:** Alex (KE8ICM) reported that \$17 was collected at the February Club Meeting.

KARC Tax Code: Alex (KE8ICM) distributed a three-page report about our tax code, 503(c)(3) Public Charity. The report explained the requirement to maintain our tax status. The EIN and LARA Id was included.

KARC Bank Options: A chart comparing 5/3 Bank, Flagstar Bank, and Arbor Financial Credit Union was distributed. After a discussion the voting Board members agreed that Club funds should be moved from 5/3 Bank to Arbor Financial Credit Union to save money on fees and to establish Club funds from a new “starting point”.

4. **Report of the Secretary:** Mark (KE8HAA) described immediate needs to perform his duties and a list of tasks he will perform before the next Club Meeting. February Club Meeting attendance was 20 (including the guest speaker).

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Secretary Needs: four items listed.

- (1) List of members (and past lists, if available) including membership application info sheets list of current (paid) members, any extended memberships (prepaid for multiple years).
- (2) Any available membership statistics including meeting attendance logs
- (3) Blank membership application form
- (4) Club USPS mailbox key and information about the post office box

Secretary ToDos: four items listed.

- (1) File updated ARRL Club information form (online)
- (2) Check PO Box and retrieve mail
- (3) Determine if Informed Delivery App can be used for PO boxes, and use the app if possible
- (4) Prepare brief membership report for next Club Meeting.

5. **Report of the Vice-President:** Charles (WD8AXA) had no additional information to share having discussed his repeater projects earlier in the meeting.
6. **Old Business:** Ed (KD8WAV) mentioned the member feedback from the February Club Meeting. The Wednesday evening net was not active this past week. There appears to be no assigned or volunteer net control for that net.
7. **Good of the Order:** Ed (KD8WAV) thanked two members for their recent donations to the Club Library. John Mathieson (AC8JW) donated **Arduino Projects for Ham Radio**. Rod Halcomb (AC8ZZ) donated **ARRL Operating Manual 11th Edition**.

Monthly Board meeting space was again briefly discussed. Perhaps part of the meeting should remain in the staff room and a second part moved down stairs nearer the radio (and Club) records room. The theme of the next Board Meeting should be "Where is it?" and allow the Board to organize Club records in the radio room.

Ron (N8CML) suggested that a new source of potential hams might be members of the drone flying club in Kalamazoo.

Adjournment: There being no further business to come before the meeting, the meeting was adjourned at 7:54 pm (Eastern Standard Time).

Respectfully submitted, _____ Mark Kerstetter (KE8HAA), Secretary