



# NARS Board Meeting Minutes December 20, 2024

Northwest Amateur Radio Society  
P.O. Box 11483  
Spring, TX 77391

## Board Attendance

✓ - In Attendance, X – Absent

Voting Board Members		Non-Voting Committee Members	
✓	President (Interim): Paul Kent, KI5FJS	✓	Admin. Secretary: Neal Naumann, N5EN
✓	Vice President: Paul Kent, KI5FJS	X	Social Media Liaison: Sam Labarbera, N6HB
✓	Treasurer: Tom Hoherd, KK5YU	X	Public Information Liaison: TBD
✓	Secretary: Brandon Rogers, K5BLR	✓	Webmaster: Bill Buoy, N5BIA
✓	Director: Rich Jones, W5VEK	✓	Repeater Team Lead: Rich Jones, V5VEK
X	Director: TBD	✓	Net Lead: Mike Lizzio, WA2TOP
		X	ARRL/VEC Liaison: Sheree Horton, WM5N
		✓	Repeater Trustee: Paul Owen, N5NXS

## Meeting Logistics

Meeting was held at Harris County ESD 16 located at 18606 Stuebner Airline Rd, Spring Texas and started at 6:02pm on December 20, 2024.

## Minutes

- I. President's Opening Statement – Paul Kent, Interim President
  - a. Official Welcome – Recognition of visiting members
  - b. Opening – “Public Information Office” effective January 2024
    - i. See By-Laws for position description
  - c. December General Presentation – Show and Tell, new projects, on-going projects, anything of interest
  - d. January General Meeting – Banquet & New Board Presentation
- II. Public Comments
  - a. Individuals who are **non-voting** board members will be allocated three minutes to share material you would like the Board to consider or items you would like to present to the Board. **Please make arrangement prior to the board meeting to be included in the agenda.**
- III. Secretary's Report – Brandon Rogers, K5BLR
  - a. The previous board meeting was held on September 20<sup>th</sup>, 2024. Minutes were posted on the website and can be found here:  
[http://www.w5nc.club/doc\\_repos/meeting\\_minutes/2024/BoardMeeting\\_20241115.pdf](http://www.w5nc.club/doc_repos/meeting_minutes/2024/BoardMeeting_20241115.pdf)
    - i. Motion To Approve the Minutes – Rich Jones
    - ii. Second – Tom Hoherd
    - iii. Secretary Minutes approved by unanimous vote

- b. All minutes are posted so that all members can access them on the Club Document Repository at [http://www.w5nc.club/doc\\_repos/meeting\\_minutes/](http://www.w5nc.club/doc_repos/meeting_minutes/)

IV. Treasurer's Report, Tom Hoherd, KK5YU

- a. The following financial reports were presented to the board:  
[http://www.w5nc.club/doc\\_repos/financial/TreasurerReport\\_Nov2024.pdf](http://www.w5nc.club/doc_repos/financial/TreasurerReport_Nov2024.pdf)
- b. Request Bank Debit/Credit Card, status?
- c. ARRL Insurance
  - i. The forms need to be filled out and turned in.
- d. ESD16 Antenna Insurance, est: \$4,000 coverage, est.
- e. LBT Climber Expense Status: \$1500: Invoice received and paid.
- f. Motion to Approve the Treasurer's Report by Brandon Rogers, K5BLR
  - i. Second by Rich Jones
  - ii. Motion to approve Treasurer's Report passed

V. Reports of Standing Committees

- a. Administrative Secretary Report – Neal Naumann, N5EN
  - i. Member Report

ARRL members: 108

Non-members: 46

Total membership: 154

70 % of NARS members are also ARRL members

- ii. Two members provided some feedback about failure to renew:
    - 1. One member indicated they had moved out of the area
    - 2. Another member indicated that they were having medical issues that would not allow sufficient activity in the radio community
- b. Repeater Committee Report – Rich Jones, W5VEK
  - i. LBT repeater
    - 1. A small group went to review the repeater, reprogrammed it, and repaired many issues with the repeater. Control is much better.
    - 2. Tests on feedline found a high SWR, but no immediate indication of problems with the feedline. As we can't access the antenna physically, we are keeping things the way they are; very noisy
  - ii. Exploring options for linking between ESD-16 and Galleria
- c. ARRL / VEC Liaison – Sheree Horton W5MN
  - i. VE Session Results:  
[http://www.w5nc.club/doc\\_repos/meeting\\_minutes/2024/VE%20Session%20Reports/VE%20Session%20Report\\_20241116.pdf](http://www.w5nc.club/doc_repos/meeting_minutes/2024/VE%20Session%20Reports/VE%20Session%20Report_20241116.pdf)

- d. Weekly Tuesday / Wednesday (DMR / Repeater / All mode) Net Report - Mike Lizzio, WA2TOP
    - i. Average Tuesday evening Check ins Avg. 11.5
    - ii. Average Wednesday evening Check ins: 10.25
    - iii. **ACTION: Mike to reach out to Kirk to get more access to Netlogger**
  - e. Update on Social Sites – Sam, N6HB
    - i. No report received
    - ii. If anyone would like to “keep the chatter going” on social media by posting a note, please send Sam a note and he can re-post it for you (or you can post yourself)
  - f. Update on ARRL website – NARS information – Sam N6HB
    - i. 191 people on the Facebook page “That’s a lot!”
    - ii. Request: NARS officers post things on the Facebook page to generate more interest in the group. I’m requesting everyone to post any projects, plans, activities to the website.
- VI. Old Business
- a. Next steps in upgrading our NARS Mobile Trailer- Paul Kent, KI5FJS
    - i. **Currently on hold, pending repeater work and costs** - Several designs have been provided and misc. equipment has been donated. However, work is still on-hold
  - b. Plans to sell off donated equipment – Paul Kent, KI5FJS
    - i. Pending completion of other activities
    - ii. The best option might be to donate these items to an electronics recycler
- VII. New Business
- a. Begin planning for Awards Banquet – Rob Nixon, KD5BXZ / Rich Jones, W5VEK
    - i. Spring Creek BBQ on Tomball Parkway for the banquet
  - b. New Officers for Next Year (effective January 2025)
    - i. The election of the new Board Officers, effective January 2025, was completed in the General Meeting on November 15, 2025. The changes are noted below:
    - ii. Officers with terms expiring in 2024
      - 1. President - Ron Matusek WA6TQH
      - 2. Vice-President – Paul Kent, KI5FJS
      - 3. Treasurer - Tom Hoherd, KK5YU
      - 4. Secretary - Brandon Rogers, K5BLR
      - 5. Director 1 - Rich Jones, W5VEK
    - iii. Officers for 2025-2027 (effective January 2025):
      - 1. President – Paul Owen, N5NXS
      - 2. Vice-President – **Bob Ewers, K9HOU (nomination currently pending).**  
**This position will stay open for nominations until January 7**
      - 3. Treasurer – Tom Hoherd, KK5YU
      - 4. Secretary – Brandon Rogers, K5BLR
      - 5. Director 1 – Rich Jones, W5VEK
      - 6. Director 2 – Jorge Gutierrez, WK5J

- iv. Bank will no longer accept anything exception “Northwest Amateur Radio Society” as a Payee on a check.

- 1. The bank will not accept “NARS” or any other payee.

- c. Ham of the Year

- i. Bob Ewers K9HOU, Vote and presentation at banquet in January

- d. Operational Change for ESD 16

- i. Access to radio room requires several requirements:

- 1. Understanding of operational Procedure for ESD16 Radio Antenna usage, parameters
    - 2. personal vetting
    - 3. background checks by ESD
    - 4. radio usage (General Class)
    - 5. limitations (coffee is off-limits)

- ii. In the ESD meeting last month, ESD approved an agreement with the club that lays out the conditions that the members can use the amateur radio equipment (in the dispatch room)

- 1. All individuals required to have a background check initiated by the Fire Department
      - a. ESD 16 will send an email to each individual with a link to submit a background check document. We will receive yes or no as a result of the background check.
    - 2. A background check for each county costs \$40, but ESD 16 should not charge NARS for these background checks
    - 3. When you are approved, you will receive a key fob to certain doors in the ESD-16 Admin building so you can get access to the radio room.
    - 4. Access logs will be tied to key fob to track activities in the building
    - 5. NARS board needs to come up with basic guidelines to understand how to manage this
      - a. Rich Jones and Paul Owen will put together a committee to draw up these guidelines

VIII. Move to close and dismiss – Rich Jones

- a. Second by Brandon Rogers

- b. Motion to close meeting approved at 6:47PM.