



NARS Board Meeting Minutes

April 18, 2025

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: Paul Owen, N5NXS	X	Admin. Secretary: Neal Naumann, N5EN
✓	Vice President: Bob Ewers, K9HOU	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, W5VEK
✓	Director: Jorge Gutierrez, WK5J	X	VEC Liaison: Brett Hebert lead, Assistant Synomen
		✓	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 February 21, 2025.

Minutes

- I. Paul Owen, President, N5NXS called the meeting to order @ 6:00PM
- II. President's Opening Statements
 - a. Official welcome – Recognition of visiting members.
 - i. David Holden
 - ii. Jorge's wife
 - b. Opening – “Public Information Officer” effective January 2024
 - c. April General Meeting – Presentation with guest speaker, Jeff Walter.
 - d. May General Meeting – Discussion about topics.
- III. **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.
- IV. Secretary's Report
 - a. Review of the change made to the minutes for January 2025, call for Motion to Accept & Vote for Approval.
 - b. Review of the minutes sent out by Brandon Rogers for the March 2025 board meeting: call for Motion to Accept & Vote for Approval.
 - c. 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/
 - d. Minutes for March 21, 2025

- i. Meeting Minutes can be found at:
http://www.w5nc.club/doc_repos/meeting_minutes/2025/BoardMeeting_2025_0321.pdf
 - ii. Jorge Gutierrez motioned to approve the March minutes
 - 1. Tom Hoherd offered a second.
 - 2. March minutes were unanimously approved by the board
- e. Minutes for January 8, 2025
 - i. Meeting Minutes can be found at:
http://www.w5nc.club/doc_repos/meeting_minutes/2025/BoardMeeting_2025_0108.pdf
 - ii. As requested at the last meeting, an addendum has been added to the January minutes indicating the action to make Ron Matusek a life member of the club.
 - iii. Tom Hoherd motioned to approve the January minutes
 - 1. Bob offered a second
 - 2. January minutes were unanimously approved by the board

V. Treasurer's Report

- a. Financial reports were presented to the board:
http://www.w5nc.club/doc_repos/financial/TreasurerReport_Mar2025.pdf
- b. \$180.57 for newsletters to hand out paid
 - i. We'll be leveraging Jamila's help to print in the future
 - ii. This expense requires endorsement by the board
 - iii. Rich Jones made a motion to reimburse the \$180.57 charge
 - 1. Jorge provided a second
 - 2. The board unanimous approved this motion
- c. Post Office box cost \$226; Website hosting cost \$228.30
 - i. Bob motioned to approve these charges to pay for the operating expenses of the club
 - 1. Jorge provided a second
 - 2. The board unanimous approved this motion
- d. LBT Climber Expense Status, \$1,500, status, was it cashed?
 - i. Tom found out from the bank that the duration on the check is 6 months; currently it has been 4 months.
- e. Signatures have been changed at bank with the new Officers.
- f. Member reimbursements – turn in receipts.

VI. Reports of Standing Committees

- a. Administrative Secretary Report

NARS Membership Statistics

Total Membership: 146

<u>Membership Category</u>	<u>Number of Members</u>	<u>Percentage</u>
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ARRL	103	71%
Non-ARRL	43	29%
Groups	101	69%

Groups.io Membership Statistics

Total Membership: 181

<u>Membership Category</u>	<u>Number of Members</u>	<u>Percentage</u>
NARS Members	101	56%
Non Members	37	20%

New Member - Joshua Lutman KJ5KQS

Off the roster:

N5PLO Thomas Bladecki last QRZ log entry 8/28/2023
 KB5BAM Charles Davis
 KB5SGV Marian Denton (SK)
 KK3R George Golden
 KK2C Linda Golden
 KI5RDR Robert Rude appears to have moved to New Braunfels, TX about November 2024
 KI5YIB Milton Samuels

- b. Repeater Committee report – Rich Jones, W5VEK (Repeater Team lead)
 - i. Need to pay Mike Pate, K5MAP, for NARS Hub. It will be monthly.
 1. This is a virtual server to run the Allstar software.
 2. Brandon Rogers indicated that the club should own the server asset vs. giving payment details. The board indicated general acceptance of this approach
 3. Tom and Rich will work together to get the club debit card / bank account set up to pay for the virtual server
 4. Brandon moved to pay for the costs of the server for the Allstar setup
 - a. Jorge provided a second.
 - b. The board unanimous approved this motion
 - ii. Repeater performance on weekly nets.
 - iii. ESD 16 link established to Galleria UHF repeater.
 1. As a note of background, Allstar is doing the linking of the radios, not an “over-the-air” link
 2. Paul Owen suggested that until we can get down to service the repeater, we should turn it off
 3. Rich Jones disagreed, indicating that we are not receiving any complaints and have attracted users to the repeater. It is providing a service and we should keep it on
 4. Bob Ewer suggested that we leave it to the repeater team to handle issues with the repeaters... if people have trouble, we can direct their feedback to the repeater team
 5. Board agreed to follow Bob’s direction.

- iv. Need to come with a long-term plan for the repeaters. We can't service the downtown repeater
 - 1. Fire department continues progress on new repeater sites, early next year, and we have agreement to use those towers.
 - 2. Rich believes that we should focus on the future access via the Fire Department towers
 - c. ARRL VE Team Report - Brett & Synomen Hebert
 - i. Number attending test session = 10
 - ii. Licenses earned = 5 Technician, 2 General, 4 Extra
 - iii. The next month's VE Session will be on April 19 with 2 signed up so far.
 - iv. We need club members to come down to the testing sessions to help out and talk with the new hams
 - 1. VE Session starts around 8:30am – 9:00am... First test ends around 9:30am.
 - v. Status of Brandon and Brett look at the existing laptops' connectivity.
 - 1. Laptops are working alright, but lifetime of laptops computers, especially \$40 laptops, are 3 years max. This means on average we need 2 laptops per year.
 - 2. We can look at surplus or refurb options
 - 3. \$500 budget for laptops for test – deadline in 2 months
 - a. Jorge moved to approve a \$500 budget for laptop replacement
 - b. Rich provided a second
 - c. The board unanimous approved this motion
 - d. Net Control Manager – Mike Lizzio, WA2TOP
 - i. Weekly Tuesday/Wednesday (DMR / Repeater / All mode) Net Report.
 - ii. Repeaters been good during the nets?
 - iii. I suggest that we do not use phase “in and out” and instead use “just listening”. The goal is not to have someone turn off the radio after the check-in.
 - e. Social Media Coordinator – Sam K5FM
 - i. Requesting that Sam post things on the website to generate more interest in the FB group. Sam will need input from everyone.
 - ii. Sam, please post the meeting topics. Ask David, WJ5O, about Fox Hunt and the NARS Picnic scheduled for May 3.
 - f. Webmaster Team – Bill Buoy, N5BIA
 - i. Update on NARS website – New location at <https://w5nc.net/nars/>
 - 1. SSL certificates are in place without too much issue
 - ii. Are members using PayPal as an option to pay membership dues?
- VII. Old Business
- a. VP Bob, K9HOU, Did Paul Kent provide any of the following answers.
 - i. Report on next steps to work on our NARS trailer. What are the plans.
 - 1. Designs suggestions, were these received?
 - 2. Misc Equipment needed. Let's see a list of things.

- ii. Bob received plans that he had for the interior of the trailer. Currently, the trailer is a storage unit and we need to clean it out.
- b. Bob Ewers - Equipment Insurance
 - i. Whose names are going on the insurance?
 - ii. Need more information on the model numbers. Bob needs these numbers to fill out the insurance application

VIII. New Business

- a. Change to By-Laws
 - i. Paul Owen has assigned the VP and our 2 Directors to review the following and present recommendations around the following changes to the Board at our next meeting:
 - 1. In Article II. All membership dues are required on or before 15 January each year.
 - 2. In Article III, Treasurer All distributions must be preapproved by the Board.
 - 3. In Article IV. The committee lead person cannot be a voting board member.
 - 4. In Article IV. The title of the VE Team needs to be changed from "ARRL Liaison and Volunteer Examiners Coordinator (VEC)" to "VE Team Manager".
 - 5. In Article IV. The title of "Public Information Liaison" to "Public Information Officer".
 - 6. In Article IV. The title of "Network Control Team" to "Net Control Coordinator".
 - 7. In Article VII a – Special Meetings. The title of "Special Meetings" to "General Membership Meetings". And in the text remove "Board meetings or". These Special Board meetings are covered by Article VIII a – Special Board Meetings.
- b. David Holden, WJ9O, will have a Fox Hunt and NARS Picnic at Spring Creek Park on May 3, 2025, from 9am – 5pm .
 - i. He has paid a \$50 fee for a small pavilion in the park and has asked to be reimbursed.
 - 1. Rich Jones moved to reimburse David
 - a. Tom Hoherd provided a second
 - b. The board unanimous approved this motion
 - ii. Need to recruit volunteers to work with him on this in general meeting.
 - iii. Set a plan for the start and end of the event. We have the space from 8am – 5pm.
 - 1. Event will occur from 9am – 5pm.
 - iv. Request from David Holden for a budget for food
 - 1. Paul Owen provided the recommendation to ask for volunteers to bring food
 - v. Do we need the trailer or items from the trailer?
 - 1. Rich has a key to the trailer and to the hitch.
 - 2. Bob does not have keys to the trailer.
- c. Field Day Planning – Talk about in the General Meeting

- i. Name a Field Day Chairman – Any volunteers?
- ii. Media Advisory to be submitted by who?

IX. MOVE TO CLOSE & DISMISS

- a. The Board meeting was closed at 7:10pm.
- b. Motion to Close meeting – Rich Jones
 - i. Bob Ewers second.
 - ii. Unanimous approval to close the meeting