



NARS Board Meeting Minutes

December 19, 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	✓	Admin. Secretary: Neal Naumann, N5EN
✓	Vice President: Kyle Vann, K5KNV		Social Media Liaison: Sam Labarbera, N6HB
✓	Treasurer: Tom Hoherd, KK5YU		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		VEC Liaison: Brett Hebert lead, Assistant Synomen
		✓	Repeater Trustee: Paul Owen, N5NXS

Meeting Logistics

The monthly NARS Board Meeting was held on Friday December 19, 2025 at 6:04pm, in the Board Room, at Harris County ESD 16 located at 18606 Stuebner Airline Rd, Spring Texas.

The General Meeting will be at the same location in the building's main Conference Room and start at 7:30PM.

Minutes

- I. Paul Owen, N5NXS, President called the meeting to order @ 6:04 PM
- II. President's Opening Statements
 - a. Official welcome – Recognition of visiting members.
 - b. Opening – "Public Information Officer" effective January 2024
 - i. See By-Laws for position description.
 - c. December General Meeting – The Bill Stietenroth, K5ZTY, Show and Tell Meeting
 - d. Public Comments - 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
 - a. Review of the minutes uploaded to the website by Brandon Rogers for the August 2025 board meeting: https://docs.w5nc.net/meeting_minutes/2025/BoardMeeting_20251121.pdf
 - i. Tom Hoherd offered a motion to approve the August 2025 Board Meeting Minutes
 - ii. Jorge Gutierrez offered a second
 - iii. The board unanimously approved the Board Minutes.

- b. All minutes are posted so that all members can access them on the Club Document Repository at https://w5nc.net/doc_repos/meeting_minutes/

IV. Treasurer's Report

- a. Financial reports were presented to the board: https://doc-repos.w5nc.net/financial/2025/TreasurerReport_Dec2025.pdf
 - i. Rich Jones motioned to approve.
 - 1. Brandon Rogers offered a second.
 - 2. The treasurer report was unanimously approved by the board
 - ii. Approval of Treasurer Report indicates endorsement of recurring expenses (those listed in "Yearly Renewal Reminder" section). To add new expenses in this section, a specific Board approval is required.
- b. Paul Owen is requesting reimbursement for:
 - i. \$176.23 for a X300 NA antenna for repeater. This antenna will go on the new tower being raised by the fire department. Antenna for NARS club is expected to go up after March 2026
 - 1. Brandon Rogers moved to approve the expense
 - 2. Kyle Vann offered a second to the motion.
 - 3. The Board approved the motion to reimburse the expense.
 - c. Note: A purchase of \$73.95 coax to make up a balun, if needed. This wasn't used, but will be turned into another jumper for the club

V. Reports of Standing Committees

- a. Administrative Secretary Report

NARS Membership Statistics

Total Membership: 144

Membership Category	Number of Members	Percentage
ARRL	94	65%
Non-ARRL	50	35%
Groups	102	71%

Groups.io Membership Statistics

Total Membership: 145

Membership Category	Number of Members	Percentage
ARS Members	102	70%
Non-Members	43	30%

New Members:

Jose Ortiz KJ5NES

Off the roster:

Quentin Dergan NOGIY

Tom Stamps N5TL

renewals:

Marcus Garcia AI5LM
Bill Buoy N5BIA
Sam LaBarbera K5FM
Paul Pacior KA5PUD
Nora Stovall KB5FYJ

- b. Repeater Committee report – Rich Jones, W5VEK (Repeater Team lead)
 - i. Some technical issues, but we're doing okay on the NETs
 - ii. NET numbers are starting to come up a little!
 - iii. Downtown (LBT) Repeater – Board needs to discuss fees to move downtown repeater
 - 1. Recommendation – Spend \$500 for the year, which will give us time to manage the actions and will give us time to end the lease, as needed. This gives us to end the contract or to renew at the same price.
 - a. Note: If we want to get the repeater equipment out of the site, then we need to give the building management a 30-day notice and to schedule a time to complete maintenance, including changing the repeater to UHF.
 - b. Tom Hoherd motions to approve the recommendation
 - c. Brandon Rogers seconds the motion
 - d. The Board unanimously approved this expense
 - 2. Rich Jones is requesting reimbursement for a dual-band antenna for the new tower to be used by the club. The price of the antenna is \$175.26.
 - a. Paul Owen moves to approve the expense for the antenna and provide reimbursement
 - b. Brandon Rogers seconds the motion
 - c. The Board unanimously approved
- c. NARS VE Team Report - Brett & Synomen Hebert
 - i. Number attending test session = 2
 - ii. Licenses earned = 0 Technician, 2 General, 0 Extra
 - iii. The next month's VE Session will be on November 22, 2025.
- d. Net Control Manager – Mike Lizzio, WA2TOP

Date	Time	Net Control Station	Name	Backup NC	# of Check-In
November 25, 2025	0700 PM	KF5IUM	Michael	WA2TOP	8
November 26, 2025	0800 PM	KF5IUM	Michael	WA2TOP	7
December 2, 2025	0700 PM	WJ9O	David	KN5DS	11
December 3, 2025	0800 PM	WJ9O	David	KN5DS	9
December 9, 2025	0700 PM	WA2TOP	Mike	KI5VPF	8
December 10, 2025	0800 PM	WA2TOP	Mike	KI5VPF	11
December 16, 2025	0700 PM	KN5DS	Dale	KF5IUM	11

- e. Social Media Coordinator – Sam, K5FM

- i. Requesting that Sam post things from the website to generate more interest in the FB group. Sam will need input from everyone.

VI. Old Business

- a. Change to By-Laws
 - i. The board approved the final version of the By Laws.
 - ii. It was put out on groups.io. The post will include a notice that a vote by the membership will be held at the December General Meeting.
- b. Insurance for Assets –Rich, W5VEK has asked that we wait for full board attendance.
 - i. The board will need to review the list of items to be insured.

VII. New Business

- a. Announce the January Banquet (Jan 16) at Valley Ranch BBQ on Hwy 249/Spring Cypress during the General Meeting.
 - i. Arrive at 6pm-6:30pm
 - ii. Eat from 6:30pm – 7:30pm
- b. Discuss the amount to pay LBT for the downtown repeater site.
 - i. This was discussed earlier in the conversation
- c. The board needs to document the procedure to award HAM of the Year plaque. See the rules Marty, W5MF, made when they gave out the award in 2018 ([click here](#)).
 - i. Marty will be running the election in the December General Board Meeting
 - ii. Marty will handle the election procedures and will manage getting the plaque engraved.
 - iii. Marty will also handle the announcements and presentation of the Ham of the Year award at the banquet.
- d. Request from Mark, K5GQ, to use our club's 501 (c)(3) status to obtain a lower price from Zoom. He intends to use it to train new operators to use CW.
 - i. Questions
 - 1. Tom asked the question what his CW class has to do with NARS?
 - 2. Another question asked, can Mark come and present the proposal to the board?
 - ii. Some concern from board members in using NARS' tax-exempt status for an unrelated legal organization / entity
 - iii. Little support from the board to leverage club tax exempt status

VIII. MOVE TO CLOSE & DISMISS

- a. The Board meeting was closed at 6:51pm.
- b. Motion to Close meeting – Jorge Gutierrez
 - i. Rich Jones provided a second.
 - ii. Unanimous approval to close the meeting