

# BRARA Board Meeting

**Date:** Saturday 13-JAN 2018 **Location:** BRARA Shack **Start Time:** 11.32am **End Time:** 12.47pm  
**Attendance:** Bruce K4XL, Patrick KE4OBV, Jeff W4AEQ, Jerry KB4BFL, John N1QFH  
**Guest:** Jim Talens N3JT

The following topics were addressed:

**ARRL governance and code of conduct** – by request from Bruce, Jim N3JT explained ARRL issues and Bruce read his letter. **Motion** by Jerry 2<sup>nd</sup> by John to post on website to ensure BRARA members are aware, amended motion by Jeff to add doing email blast to members and amended motion by Bruce to give he and Jim authority to take action. Board discussed. **Action:** Need to submit letter and provide link to members. Due to time constraints need quick board action by Sunday 14-Jan-2018. Jim will provide preamble with letter for email and web posting along with ARRL directors and their emails. Bruce and Jim to edit documents before proceed with communication plan. **Motion** passed.

**Porta-potty for upcoming events** – discussed convince, \$100+ monthly costs, budget impact, communication with park staff, this not required item by park, we have options for participants are available. **Action:** Board decided to not pursue.

**Second SteppIR Antenna** – Bruce raised this for discussion and provided background and options. This antenna purchase cost to BRARA would be \$500. Discussed organizing an antenna replacement fund given this is not insured. We may want to investigate if we would qualify for FEMA funds. **Action:** setup antenna replace fund. Jeff will begin wording for this funding effort. Bruce and Patrick will pursue having a BRARA PayPal personal account for dues and donations for these types of funding efforts.

**Radiator Grill** – discussed scheduling coordination and when this is next planned. **Action:** none.

**Post last general meeting minutes** – discussed having these available for members before the next monthly meeting and before final approval by members. Title these as “proposed minutes” as separate item for members only location on website. **Action:** John will post on site for members-only as “proposed minutes”.

**General Meeting protocol** – Bruce asked to keep report to 5 minutes and if anything new add to old or new business and let him know before next meeting. **Action:** let Bruce know of agenda items before meeting.

**Raffle update** – discussed logistics and who will do this. **Action:** at next general meeting Bruce will ask for volunteers and add “help wanted” section to newsletter by Jeff and website by John for House Chair and person to handle raffle.

**Newsletter** – update that Jeff continues shadowing Gerry and brochure updates are done. **Action:** none.

**Policy book** – has been setup and ready for use. **Action:** none.

**Hotspot** – Jeff said this is completed, discussed access, security, and logistics. **Action:** locate in secure spot in shack and install outside antenna for better reception and speed.

**Items for Sale** – discussed items we may want to sell. **Action:** John to inventory new donated items.

**Shack access** – reviewed the issues and changes. **Action:** Jerry to look at changing door locks, key sets, and relocating key lock-box.

Submitted by John N1QFH BRARA Secretary