

BRARA Board Meeting

Date: Saturday 1-JUNE 2018 Location: BRARA Shack Start Time: 12:11pm

Attendance: Bruce.R KO4XL, Jerry.Z W4BFL, Jeff.R W4AEQ, Jeff.S K4BH, John.C N1QFH, Mike.S W2RT, Ed.C N2II

The following items were discussed and actions assigned

1. **Agenda Review:** discussed what needs to be on agenda for next meeting.
2. **Key Exchange:** Discussed logistics of swapping keys and locks through 30-June 2018 for members and to contact Jeff.R with brief walkthrough of shack security. John.C send member reminder for next 4 weeks of locks changing. Old lock comes off 1-July 2018. Keep new key in lockbox with old key.
3. **Membership update:** Shared new member count.
4. **Newsletter:** Jeff.R presented history of newsletter and new way of providing newsletter content. Suggested we add content to BLOG with links on our website on landing page and in emails. Reviewed how BLOG works, features and tools. Do we want member feedback thread BLOG? Reviewed single point of entry for BLOG authors such as Ed's Dx report and president's message. **Motion:** Transition current newsletter format and content to BLOG made by Jeff.R and 2nd by John.C, pass unanimously. Jeff will share this new approach at the next general meeting. When this will be cutover is TBA.
5. **Safety Officer:** Need to reassign and seek member to cover this role for field day. Discussed with Mike.S N2RT to provide his expertise in this role and he has agreed.
6. **Outstanding Tasks:** Reviewed the task from prior meetings. Print your own membership cards.
7. **Website:** Change website content access from private to public access except special member logon tools. This will enable us to move the old site redirects to our new website. **Motion:** Move selected private website content to public made by Bruce and 2nd by Jeff.S. Discussed the motion. Need Walt to review and tell us what he finds on the old site that we do not have and those items will be added. Agreed to what needs to be members only: profile, station reservations, member census, and inventory. Google-Drive will be removed and restricted and moved to tools menu item. Persist dashboard when developed by profile. Motion passed.
8. **AED:** Jeff.R gave update on funding and options. We are approved for grant. Least expensive AED is \$1500 where BRARA would pay \$900 of that cost. Jeff will discuss with PBC Park staff to obtain an AED for the park. Discussed strategy for approaching the PBC Park Staff and how to secure the device.
9. **Directors Email issue:** Jerry.Z gave update and we discussed current status of email forwarding. Emails that contain a different domain from which they are sent is root cause of forwarding failures and is considered an email hack. Email providers will stop this from being forwarded. No solution yet offered Board members can login directly into our domain to get club emails. Jeff.R shared ARRL changed our board members email without our approvals.
10. **Membership classes:** John.C shared Sheri's status as a member now living in NH and she asked about having a new membership class. Can we offer a reduced membership rate? **Motion:** Modify associate class to include an active FCC licensed non-resident individuals were made by Jeff.Z and 2nd by Jeff.S. Discussed definition of resident. Full time non-resident members do not maintain a part time or full time residence in South Florida. Further, we agreed that a regular member is anyone who holds an active FCC license who has a part time or full time residence in South Florida. This needs to be made known to our members and on our website. The associate class was clarified to be individuals who do not hold an FCC license and have no residence restrictions. Motion passed.

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11. **FD2018 reviewed:** John.C reviewed the plans and outstanding issues. All documents are on our website and on our Google-Drive. Discussed following items: class a 3E, team assignments, NTS message handling, equipment, filters, MIS and Radio teams, N1MM, Win-Keyers, N1MM and FLDIGI may not behave well together, laser printer if needed (note - not needed based on prior years), Bruce will bring in his printer, MIS and Radio Team will do setup on 16-June, power, backup generator needs to be here and arrange transportation, needs to discuss with Art, natural battery power charged by solar for 5 Q's with pictures, cover for generator, tie down all tarps and canopies, Dennis is photographer, John.H set with food, port-a-potty is set, needs 10 ft popups, coolers and ice suppliers (Patrick, Jerry.Z, John.H), need helper for John.H (Jackson), need to recruit people, need funds for food, John.H will do Saturday dinner and Sunday breakfast and lunch (dog and burgers), others will bring food, need coolers, need hand wash cleaning station, needs gloves for food preparers, needs drinks (water and soda), harbor freight for gloves, need signs for the events, clean hands at hands station, snacks needed / desired, logs and sign in people responsibility by board, brochures (200), add new member category, invite letters, information booth no points, make evidence available to Jerry,Z and Ed for submitting results, we do get youth points, and may have BSA younger kids per Bruce he will outreach to cub scouts, board is front face to public to meet, greet, gather signatures, passing NTS process to So East Florida Traffic Net (SEFTN), shopping for food, need receipts, no posters placed unless someone wants to do it, may want GOTA station setup to operate even if no used and / or FT-897 and be careful about more than 3 transmitters, satellite operation, should video some operations, fuel setup, cables, power strips, satellite does count as transmitters and will violate "3E" take one offline, clean grill (get real hot, wire brush), no requirement on 10 minute inactive on transmitters, backup radios, setup and breakdown, accessories if needed, assignments and standby operators reviewed, ensure no county violations, be welcoming to all who show up, handshake plans with other clubs, other member stations who wants to work locally but not at our shack e.g. Lake Ida Park in Delray, how training will be rolled out, presenting N1MM, no station reconfigurations, need backup radios are drop-in capable and compatible, need check list for these radios, bring backup Signalink, modules and cables, what can we do to encourage members to come to FD2018.
12. **Weather Station:** will club make use of this donated item. Need donation letter given to donor. If club does not have use for it, Jeff.S would like it. Board examined the station components. Need certain height for station.
13. **Next Board meeting:** 1-July-2018 12pm at the shack since library is unavailable due to elections.
14. **Adjourn:** Move to adjourn at 2.26pm, approved.

Respectfully submitted
John Cole N1QFH
Secretary