

BRARA Board Meeting

Date: Saturday 15-JAN 2020 Location: PBC Library Glades Branch Start Time: 6.40pm

Attendance: Bruce KO4XL, George WA2VNV, Jeff K4BH, Michael K8BQ, Bonnie KC2JVS, John.C N1QFH

The following items were discussed and actions assigned:

FUTURE BOARD MEETING AGENDAS

We discussed and agreed to omit sending agenda for board meetings and use the prior board meeting minutes as a substitute to guide the progression of our meeting and ensure we stay focused on tasks and projects.

PAYPAL

Our process is working fine but needs enhancements. Need confirmation sent to members when paid.

ACTION: Bruce to get PayPal HTML and provide to John.C for website implementation

DMR MICROWAVE PROJECT

We reviewed how and where to relocate microwave dish. Please refer Jerry'Z's handout of how microwave dish signals behave aka knife-edge near structures. Will address when time frees up for our group.

ACTION: Art and Lew to identify least intrusive place to relocate dish

ACTION: John will coordinate with Art / Lew to swap out repeater cabinets

ACTION: John.C to connect Ricky.E on equipment at Boca hospital

ACTION: Jerry to determine when the dish relocation can occur based on Art and Lew's feedback

REPEATER STATUS

We reviewed status and tasks.

ACTION: Bruce connect with Lew to update our DMR repeater details on database (FL spectrum coordinator FSMA)

ACTION: Bruce to purchase 2m amp per board moption.

SATELLITE PROJECT

George reviewed plans for placing the tower base. Need about 35 bags of 60 lb bags of concrete to fill 2x2x4 feet hole; bags are about \$4/ bag for about \$140 for concrete. We discussed logistics to get concrete after WFD possibly that next Wednesday. We agreed to do this 1-Feb-2020 at 9am. Concrete has to cure for a few weeks. George provided historical pictures of dig site.

ACTION: John will send email asking for assistance and workers

ACTION: George will get angle iron to secure tower section to the shack

ACTION: John will obtain water for this project

ACTION: John will secure equipment from Home Depot

ACTION: John will connect with Sunshine811 for site (it's free)

1-YEAR MEMBERSHIP

Bruce reviewed drafted letter.

ACTION: Bruce will send letter.

AED UPDATE

Jerry updated us on PBC plans for AED to be located in parks.

ACTION: Jerry will connect with PBC as county activity picks up

BADGES

Bruce updated us on status and timing

ACTION: Bruce to follow-up with potential suppliers of badges and shirts

TRAINING TESTING

We reviewed the planned dates with July being the only firm and scheduled date. Jeff.S stated extra question pool changes in July 2020 and we need to address that class first. We need to schedule extra ahead of general and probably 2nd or 3rd weekend in February followed by general training in March. We discussed logistics of holding DMR training. Next quarterly is coming up 2nd Thursday in February.

ACTION: Bruce to define when general (Mar-2020) and extra class (Feb-2020) will be scheduled

ACTION: Jay to connect with Jeff.R on DMR class

ACTION: Jeff.R to define when DMR class will be scheduled

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BOARD BACKUPS AND ELECTIONS

We reviewed board backups, roles, job shadowing, and fall election of directors. Michael and Bonnie shared their experiences and skills from other radio associations such as Spilt Rock Amateur Radio Association in NJ, fund raising, other non-profits and profession expertise.

ACTION: Bruce will examine secondary logon for PayPal

ACTION: Michael and John to review web based admin tools

EQUIPMENT STATUS

We sold Kenwood transceiver to Norm. Bruce has Sky-Buddy he'll access for sale or donation.

ACTION: BOARD will define items that can be made free to members and placed on table at the shack for 2 weeks

ACTION: Bruce will bring donated items for review

THE SHACK

Bruce purchased floor mat for sation-2. Bruce ordered the FT-1000Mp mic arriving this coming week. Bruce also ordered 10x20 popup to arrive next week for 2020 WFD. Jay purchased clock items and its now working.

ACTION: Jerry to rekey storage room locks and distribute

ACTION: John.C to continue placing pavers and stones in mud areas

HAMCATION

We discussed status and payment process. 2 reservations remain. Only 2 passengers remain to pay for the event. Discussed logistic

ACTION: John.C will connect with Erik using club card for trip and reservations

PROJECTS

We reviewed the upcoming projects.

- Tower maintenance
- Build housing for tower motor
- Replacing the conduit power outside the shack

ACTION: Bruce will purchase power conduit, connectors, boxes, glue etc.

ACTION: Bruce will connect with tower maintenance service provider

PRESENTERS

George will be March presenter on remote operation with ICOM software. Jim.T will be Feb presenter on CW ops.

ACTION: John.C will connect with Jeff.R known presenters

2020 WINTER FIELD DAY

Bruce connected with key CW ops. John updated current assignment status of 80% slots filled. Setup and configure is 18-Jan. Discussed data collector role. Jerry.Z will submit results. Pablo is set with satellite work. We reviewed the checklist status and need to continue noting issues as they arise. Reviewed the 2 teams: radio and MIS. Bruce said access to lock is LEAD. Jeff.S suggested combination of GASS. We reviewed teams and roles; discussed use of disk-cone and quad-plexer by George. The use of band filters and radio team who manages these filters. No need for printer given Jerry.Z has printer. Discussed logistics of VHF/UHF contest with WFD.

ACTION: Confirm with Jerry.Z if he plans to be data collector

ACTION: John will free up space for George

ACTION: George/John review simplex VHF/UHF setup to use John's go station

ACTION: Bruce purchase FT-1000MP 8 pin mic

ACTION: Need people to assist Pablo when doing satellite contacts

ACTION: Bruce and John will purchase items on 24-Jan

Next Board meeting: 12pm 1-FEB 2020 at The Shack

Adjourn: George moved, 2nd by John and approved at 7.42pm.

Respectfully submitted

John Cole N1QFH

Secretary