

# BRARA Board Meeting

**Date: Saturday 1-FEB 2020 Location: The Shack Start Time: 1.03pm**

Attendance: Bruce KO4XL, Jerry K4BFL, George WA2VNV, Jeff KBH, Ralph W1DAR, Jay N2ELG, Michael W2RT, John.C N1QFH

The following items were discussed and actions assigned:

## SETTING THE AGENDA

- We all offered our subject areas for the meeting.
- Next mid-month is 19-Feb 2020 at PBC Library Glades branch 6.30pm.

## 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

**ACTION:** Bruce to create secondary logon

## DMR MICROWAVE PROJECT

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

## REPEATER STATUS

Bruce received 2m amp George purchased and is with Art for he and Lew to install.

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

**ACTION:** John.C to connect with Ricky.E on Boca hospital assets

**ACTION:** Art and Lew to install 2m amp.

## SATELLITE PROJECT

George reviewed implementation status; cement needs to cure for about 1 month. He reviewed from very high level the actions needed to get the satellite system installed and said all folks wanting to use that system and have expertise should be involved.

**ACTION:** Next step: define project leader and team for satellite system installation

## 1-YEAR MEMBERSHIP

**ACTION:** Bruce will send letter

## AED UPDATE

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

## BADGES

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

**ACTION:** Patrick will forward to Bruce link to previous supplier's web site

## TRAINING TESTING

We discussed the DMR class logistics and course of study. The may be 1 or 2 days over multiple weekends such as ½ day as class and ½ day as clinic which has to be on a Sunday.

**ACTION:** Bruce to define when general extra class will be scheduled

**ACTION:** Jay to connect with Jeff.R on DMR class, schedule and other logistics

**ACTION:** General class on weekends of 28-March and 4-April 2020 at The Shack, test will be on 5-April

**ACTION:** For all these classes per Bruce's request, John.C will add prominent location on website

## BOARD ADMINISTRATION

The board reviewed the by-laws for the coming fall election and the historical review of the by-laws changes. We discussed the many projects and tasks as pointed out by Ralph and he suggested we do more reach out to our membership to get these tasks done.

**ACTION:** Define nominating committee for 2020 director elections.

**ACTION:** Update meeting and event dates and add FCC training classes

**ACTION:** Spring Radiator Grille (Saturday 21-March 2020) will be completed by the Board

**ACTION:** John.C to train Michael K8BQ I admin tasks

**MOTION:** By John, 2<sup>nd</sup> by Jeff.S that December Holiday Party constitutes the December Member meeting; approved.

**ACTION:** John.C will add approved new policy in Policy Book

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## EQUIPMENT STATUS

**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

**ACTION:** Jay will revive select desktops

## THE SHACK

We discussed a paver sale to cover outside area.

**ACTION:** George to replace AC instructions page on wall

**ACTION:** Bruce to purchase 10x10 popup

**ACTION:** Jerry to rekey storage room locks and distribute

**ACTION:** John.C to continue placing pavers and stones in mud areas only, try using paving sand in cooking area

**ACTION:** George to replace the damaged lightening arrestor pellets

**ACTION:** Jeff.R and Jerry.Z to coordinate training and rekeying shack and gate

**ACTION:** Follow up on paver in outside area

**ACTION:** Per George, address the rat nest of wires in VHF/UHF room

**ACTION:** Ensure all antennas have lightening protectors in-line to bonded ground

**ACTION:** John.C declutter VHF/UHF room

**ACTION:** Locate printer on top of file cabinet

## HAMCATION

John.C updated board on carpool plans.

## PROJECTS

- Tower maintenance
- Build housing for tower motor
- Replacing the conduit power outside the shack
- Re-factor all stations for cabling and connections as learned from 2020 WFD

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

**ACTION:** Bruce and Art will connect with tower maintenance service provider

**ACTION:** Radio Team to refactor all stations before 2020 Summer Field Day

**ACTION:** John.C to access with feedback on metal cowlings previously used or other options

**ACTION:** Relocate fan dipoles and locate light poles in shack footprint

**ACTION:** John.C to organize list of tasks

## PRESENTERS

We discussed having at least 2 months of presenters identified.

**ACTION:** John.C will connect with Jeff.R on future presenters and advise him of George's availability

**ACTION:** George can present his remote operation in March meeting

## 2020 WINTER FIELD DAY

Gerry.Z submitted results and updated us on "The Man From Cass" followed by Jeff.S sharing "The Man From Boston". Bruce said we need to go through ever station looking for fault points and correct and target Wednesdays to do this. Jerry used TeamViewer to adjust each station as needed. We discussed internment cabling issues and length of jumpers.

**ACTION:** Michael will look at installing JS8Call for WFD.

**ACTION:** WFD Team will ASAP via email perform post event review and define task list well before June Field Day

**ACTION:** Define core team to address each station and station setup notebook including N1MM

**ACTION:** John.C to create 'wav' files for N1NM

**ACTION:** John.C will declutter shack after this event, move cabinets to shed, keep popups in shack

**Next Board meeting:** 6.30pm 19-FEB 2020 at PBC Library Glades branch

By request of the president, the board convened to executive session.

**Adjourn:** John moved, 2<sup>nd</sup> by George and approved at 2.22pm.

Respectfully submitted

John Cole N1QFH / Secretary