



## Western Washington Repeater Association

PO BOX 1001

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### WWRA Board Meeting Minutes

Friday, October 7, 2005

1. President Bob Williams, KC7DRQ brought the meeting to order at 4:02pm.
2. Members present were President, Bob Williams, KCDRQ – Vice President, Drake Evans, KD7GAR – Secretary, Terry Christiansen, N7YZX – Treasurer, Bill Hurd, N7YT and Chief Operator, George Carr, N7GME.
3. SECRETARY.
  - a. Terry Christiansen, N7YZX read an abbreviated version of April 14, 2002 board meeting minutes since the information is over three years old. Minutes were approved as read by the entire board.
  - b. Terry brought up some recruitment issues. Terry read off a list of 100 users since January 1, 2005 up to this first week in October. These 100 users breaks down as indicated below.
    1. VISITORS: 69% infrequent users.
    2. SUPPORTER: 18% joined and support the repeater.
    3. REFUSERS: 13% have indicated they plan on using the repeater and not supporting it. Some say they belong to other repeaters. We have investigated this and found out that the only repeater some do support is the Baw Faw. The other claims are just not true, as we have talked to the managers of the Portland and Cougar Mountain repeaters.
      1. Currently we have a group of users who frequent the VHF repeater in the evening between 7pm and 6am. Right now approximately 70% of these users are supporting members and 30% are not and part of that overall annual 13% listed above.
        - a. If this ratio was to flip around and have 70% not paying then we need to take action. Discussion followed about “placing repeater in SLEEP MODE between 8pm and 5am daily giving the codes to member supporters to turn it on as a possible action. To be discussed again after the memberships drive in January.
        - b. Terry recommended that at the next general meeting we read the call signs off that flat refuse to support the WWRA so that they can be identified to the assembled membership and request that the friends of these users who have QSO’s with them routinely to encourage these self proclaimed non-supporters to step up & support the repeater. Drake Evans volunteered to do this reading.
4. TREASURER.
  - a. Bill reported the treasury has around \$2800 in savings and checking, however around \$3000 is owed to Bill, N7YT and George, N7GME for purchase and calibration of the Motorola Communications Analyzer. Discussion followed. The original plan was to finally get our hands on a communications analyzer for the repeater. This had been the “holy grail” of sought after test equipment for the WWRA over the years. The repeater group came close several times but for whatever reason the WWRA would always end up on the short end. Finally Bill with the board’s approval of \$1500 managed to procure one on eBay but after a trip to the hill it was discovered it would not work with the UHF repeater and needed to be calibrated. The board then authorized George, who volunteered to pay for an additional \$1500 for the repair and coincidental calibration, and the repeater would also reimburse him over time. During the 2004 (\$3700) and 2005 (approximate \$2400) years there were other large expenditures and Bill and George had to wait for their reimbursement. They were willing and agreed to do this and keep the repeater treasury solvent. The board expects that they can reasonably reimbursed over the next two to three years. Bill also showed that another \$400 is owed to Bill and George for the last several months maintenance and repairs of the repeaters. The goal is to get Bill and George paid but to leave the approximate \$2600 in the savings account without disturbing it. Additionally these two will get reimbursed without draining the checking account so the following plan evolved and agreed to by the board.
    1. The Treasurer will get as much of his money reimbursed leaving \$500 in the checking account as of December 31, 2006. Since Bill put his money up first George will get his after Bill is paid off. Additionally Bill and George will agree amongst themselves the order of which they will both receive their reimbursements.
    2. The \$400 amount for repeater maintenance owed to Bill and George will be reimbursed once new membership funds start coming in enough volume for the 2006 renewals to get the checking account up above anticipated expenditures.
  - b. Audit Report. Treasurer read the comments from the audit board for possible board action.
    1. The audit board recommended we do the material inspection on the hill first and then the financial inspection second. The board agreed and voted unanimously to do it that way.
    2. The audit board recommended we come up with a “worth amount” and distinguish between the inventory of equipment and consumables. The board discussed this one and decided that trying to keep a running assessment of what current worth compared to original costs and replacement costs would be very difficult and time consuming. George who is now the keeper of the

inventory agreed to modify the current inventory listing showing two categories. "E" equipment, manuals, test gear, etc. "C" for consumables.

5. CHIEF of OPERATIONS REPORT.

- a. George gave an overview of the expenditures for the repeater system; procurement of long cables with connectors for the service monitor, repair to KPC-9612 brain fried in a electric spike [possible lightning hit], procurement of N-connectors for building new cabinet coax cabling [existing cabling has too many connectors from the move in the generator room 5 years ago], repairs to the VHF repeater by replacing the 2 watt final driver transistor and realigning, procuring a new 100 watt VHF amplifier and installing it properly so that it only operates when the VHF repeater is keyed up, repairing the old VHF amplifier giving us a backup, installation of lightning protection [Polyphaser lightning protector] on the lower whip antenna, [this is connected to the APRS repeater and control link] and an ISO-T connection to be used with the analyzer to name a few items. Details can be found on website under Ops Committee Task Tracking.
- b. George requested an upper limit of \$1000 as an annual budget for routine repeater maintenance. The old \$200 a year is inadequate. The board approved a \$500 limit on a single purchase and up to \$1000 for an annual ongoing maintenance budget as George had requested.
- c. Both George and Bill agreed that hopefully 2006 would be the end of the major expenditures that have gone on for the past five years. George and Bill both stated that we have just about overhauled or replaced all the major pieces of equipment and have addressed legacy issues on the hill, which has increased redundancy, reliability and electrical spike protection throughout the entire system. It has taken hundreds of hours to accomplish this and this can also be viewed on the website.

6. PRESIDENT.

- a. Late Entry: Immediately after the meeting the president sent out an email informing the board that the frequency coordination was sent to the WWARA (Western Washington Amateur Radio Association) on September 1<sup>st</sup>, 2005 via certified mail. As of this date we have had not received our coordination certificates. Due 10/14/05.
- b. Trustee situation. Joe has become less involved in ops committee work and has not done anything since January 2004. In case he does not renew we may need another trustee. George volunteered to be trustee if Joe does not renew since you need to be a member in good standing [dues paid] in order to hold an office in keeping with the WWRA constitution. The board voted unanimously for George, N7GME to be the trustee if Joe does not renew within the 30 days of January 1, 2006, which is the normal time, allotted for renewals.
- c. The main point of this meeting is to plan the January 28<sup>th</sup> 30-year anniversary meeting.
  - 1. Presentations
    - a. How do we want to handle the NO RSVP's? We need to provide presentation certificates so if they don't respond and they show up the board all agreed to recognize them but they will not receive a certificate or gift.
    - 2. For the old charter members who RSVP but are not current members we will provide:
      - a. Certificates – printed with WWRA logo in a presentation folder.
    - 3. For the four continuous current charter members.
      - a. Certificates – printed with WWRA logo in a folder.
      - b. Gift with WWRA logo
    - 4. Bill Whitehouse our guest speaker will also get a certificate and gift as the guest speaker.
    - 5. The board authorized the purchase of up to \$200 in marketing novelty items on the website for resale at the meeting in January. George will send an email describing what he intends on buying and board members will respond with comments or agreements. This will not be considered an electronic board meeting but an extension of this one.
    - 6. The board authorized the purchase of two dual-band HT's around Christmas time for door prize and raffle prize at the January meeting. It was decided by the board that one box would be open for display of the HT to encourage raffle ticket sales. George will follow through on this one and send an email describing what he intends on buying and board members will respond with comments or agreements.
  - 2. Refreshments
    - a. Bob said he could get a cake with WWRA emblem on it for about 40 people for \$50 from Safeway. The board voted yes on this purchase.
    - b. Drake volunteered to bring cups, plates, forks, napkins, etc. Drake said he would attempt to get a Fred Meyers an approximate \$50 gift card as a prize for the meeting.
    - c. George volunteered to bring large container with punch drink.
    - d. George sent an email to Mario, KD6ILO who said he would provide a door prize for us. George will follow through with Mario's offer.

7. OLD BUSINESS. None.

8. NEW BUSINESS. None.

9. Meeting adjourned at 5:48pm.

President \_\_\_\_\_ Secretary \_\_\_\_\_  
Date: \_\_\_\_\_ Date: \_\_\_\_\_  
*Signature* *Signature*