

CENTRAL MICHIGAN AMATEUR RADIO CLUB

BOARD OF DIRECTORS

MEETING MINUTES

March 3, 2018

Attendance

Current Board Members Present: Clyde Tompkins (K8CPT), Judy Crawford (K8JKC), Dan Beuchert (WX8MOJ), Chris Ranes (NS8Q), Tom Rocheleau (WA8WPI), Shawn Crawford (WA8MXJ)

Guests: Steve Lyon (W8RQS)

Call to Order

President Clyde Tompkins (K8CPT) called the meeting to order at 6:30 pm.

Logging Software:

- Dan purchased the full suite of N3FJP logging software at a price of \$50 as per last month's Board meeting. The software is licensed under W8PLP. We will have access to the software for use in the club station and at Field Day.

501(c)3:

- All paperwork is set to go and we are in the process of finalizing our asset list.
- According to the original Articles of Incorporation, the club purchased a Trailer at the same time as the large generator in the 1960s. We need to find out if the trailer still exists, and if it does, who has it, and then add it to our asset list.
- Dan is working through the lists of our expenses from last year and trying to categorize which items are considered part of running our club functions, whether they are meetings, Field Day, Hamfest, or other events. We are going to need to itemize our expenses as a requirement for our non-profit status. Dan will come up with a list of questionable items, and Clyde will get with Jordyn at the Floyd Green, CPA Accounting Firm to see if they qualify.
- Dan will contact John Hosford (KC8QZB) to see if he knows the make, model, serial number, approximate age, and total wattage of the generator.
- According to the non-profit rules, all club assets need to be stored on the premises and not held at other member's houses.
- We need to look into our insurance requirements for items owned by the club and stored off-site. Any items stored off-site may not be covered by our insurance if damage from fire or theft occurs.
- We need to find out when the \$20 fee was paid to maintain the Articles of Incorporation. The fee is to be paid annually and the Board members for that year need to be documented as well.
- Each year at the January meeting, the Board is going to quickly go through the inventory to make sure nothing has changed.

APRS:

- WA8LMF is going to present to the Board and to the general membership about the purpose of APRS in April. Before we bring APRS here, we need to have a general vote before anything happens.
- Kevin Ammerman said his IT Administrator will open a port and give us our own router for any internet access we need.

SOLDERING CLASS:

- Due to insurance requirements, the Board has decided to purchase cheap safety glasses but still ask that each person coming to the class bring their own. Several Board members will bring some.

MOTION: *Judy moved that we purchase glasses through Amazon or someplace locally with a maximum cost of \$20, seconded by Shawn, approved, and the motion passes.*

- We need to make sure we emphasize that students bring their own soldering irons.
- Due to overwhelming response the class is completely full and may be looking at holding a second class to make sure everyone who has not signed up, but is interested, to be able to participate.
- Gregg Mulder (WB8LZG) has a list of kits that those who are successful in this first class, can move into.

FLOWERS AND CARDS:

- Judy sent a card was sent to John Hosford due to his hospital stay.
- A card was sent to Ann Burger after her bypass surgery.

WORK DAY:

- A work day is being planned for Saturday, May 5th around 10 or 11am.
- We are looking at purchasing some heavy duty shelves and the large black and yellow totes for organizing the various items in our storage area.
- We want to get rid of the old dividers that we used at the Salvation Army. For anyone who wants them, we will give them away.
- Chris will look into a locking cabinet for the laptop computers.

SAFESERV:

- Judy did pass her SafeServ exam. The class cost \$125 and the cost of the exam was \$36. She is now licensed for 5 years with an expiration date in 2023.
- The Board pre-approved up to \$200 for whoever took the class to be reimbursed with.
- The paperwork will be in the filing cabinet in case someone asks about it.
- We have been in violation for using cardboard trash containers at Hamfest and Field Day. Judy is going to find a couple types of trash cans with a \$50 cap.

MOTION: *Shawn moved that we purchase four trash cans with a cap of \$50, seconded by Clyde, approved, and the motion passes.*

FUNDRAISERS:

- The idea was brought up that we have a couple different fundraisers.
 - Quarter-mania
 - An auction of ham-related equipment, with the entry fee being a piece of ham-related gear.
 - All proceeds to benefit the club.
- The ideas will be presented to the club to get their input.

HAMFEST MEALS:

- Judy brought up the idea that any workers who show up to work Hamfest, should have their meals paid in full. We would give any worker a meal voucher at the door, and leave it up to the individuals if they want to use it.
- Each worker will receive an entire meal, which consists of one protein, one chip, one sweet, and one drink.
- A donation can will be there for those who want to donate as well.

MOTION: *Dennis moved that we provided meals for the workers who will work the entire day, seconded by Shawn, approved, and the motion passes.*

HAMFEST:

- Dennis has been trying to get in contact with Matthew Taylor to see how he handled the organizations and vendors who donated items for the prizes last year.
- Jeremy has volunteered to take over organizing the volunteers.
- Shawn thinks we should set up a table to try and offload some of the old equipment on our asset list. Shawn is going to talk to Bob Crawford and see if Don Tillitson would feel up to sitting at the table as well.
- We are paying a security deposit to the church and will promptly get the deposit back as long as nothing has been damaged.
- Signs need to be posted that no smoking or drinking are allowed on church grounds.
 - A note must be made on the flyers that go out.

OUTSIDE SHED:

- John Doornhaag and Shawn have been looking at what it will cost to repair the fiberglass shed outside of our building. It was cost about \$200 to replace the roof.
- Other options are being considered to replace the shed with something a little more permanent and secure.

Adjournment:

MOTION: *With no further business to discuss, Judy moved that we adjourn the meeting, seconded by Dennis, approved, and the motion carried.*

The meeting was adjourned at 9:23 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Chris Ranes". The script is cursive and fluid, with the first letters of each word being capitalized and prominent.

Chris Ranes (NS8Q)
CMARC Secretary