

## CMARC Board Meeting Minutes

DATE: 4 January, 2025

Meeting called to order at time 6:15 pm

Board member attendees: Russ Fitzgerald N8FZ (Director), Tom Rocheleau WA8WPI (President), Dale Cole K8TS (Vice President), Gene Parker KE8QKN (Interim Secretary), Dan Dembinski KD8YDE (new Board Member), Mike Jackson KE8HSO (Under 22 Director). Absent were Kelly Fitzgerald N8FK (Director) and Gordy Smith KE8JKS (Treasurer).

Also attending was Club member Dan Beuchart WX8MOJ, with no other virtual Board or club members attending.

### **Announcements/Discussions:**

The 2025 Board announced the following positions:

President Dale Cole K8TS  
V. President Kelly Fitzgerald K8FK  
Secretary Gene Parker KE8QKN  
Treasurer Tom Rocheleau WA8WPI  
Under 22 Director Mike Jackson KE8HSO  
Director Russ Fitzgerald N8FZ  
Director Dan Dembinski KD8YDE

### Club's P.O. Box.

- There should be two keys, but currently, only one key is accounted for, held by Dan Beuchart, we need to either locate or replace the second key.
- The Board decided the President should have the second key.
- There is a cost involved if the key needs to be replaced.

### Club Credit Card

- The Board decided there should be three credit card holders, the Treasurer, President and one Director.
- Purchases over a set amount (to be determined) will require two signatures/authorizations.

## Survey

- A member's interest survey will be distributed at an upcoming member's meeting. Dale has created a survey to capture member's interests in various programs and club activities.

## Donations

- Donations to the Club (e.g., money, equipment) will become a Club asset.
- Donations can be made directly to the Club, but cannot be directly gifted to a Board or Club member.
- The equipment may be loaned out or resold, with all proceeds going back to the Club.

## Membership Engagement

- The Board is always looking for opportunities to engage new members and especially existing or potential members who are under 22. Ideas are always welcome.

## Communications Trailer

- Discussion concerning having a member, or committee, take charge of the trailer to find ways to use the trailer in the community at large (e.g., supporting various public events).
- Conduct a training session regarding the use of the trailer.
- Investigate insurance for the trailer.
- The Club has a second trailer dedicated specifically to hauling the generator.
- Documentation, in the form of SOP's and training guides, needs to be developed. Additionally, all components of each trailer needs to be properly labeled.
- The Board discussed acquiring a tool kit, hitches, jacks, etc., for the trailers. Dan D. will investigate the costs and bring a proposal to the general membership meeting for discussion and approval.

## Zoom Account

- The current Zoom account will be transferred to the Club (it is currently in Dan D's name).
- The account will be set up as an annual account, which will save the Club money.
- Two non-Board members should be responsible for the set-up and running the Zoom meetings.

## **Other Business:**

Dale C. will follow up regarding the Club's donation to the West Lansing Church of Christ, who has been kind enough to share their space with us for our meetings.

The Board will look into the possibility of storing some of our equipment at the Church (e.g., equipment used for monthly meetings). Dale C. will arrange a meeting with the Church staff.

The annual Family Night will be held 6 pm on May 3. The reservation has been made at the World Buffet, 5002 W Saginaw Hwy, Lansing, MI. Cost will be \$17.50 per person.

Movement to adjourn by Russ F., seconded by Dan D.

Meeting adjourned at 8:50 pm