

Minutes of the Board Meeting on January 23, 2019

Attendees:

Ron Jones, AJ6EG
Peter Melhus, KM6TUV
Jeff Walker, N6ADE
Don Steinbach, AE6PM
Walter Spector, W6WS
John Glass, NU6P

Meeting called to order by Ron Jones at 19:42

Approval of previous board meeting minutes

Don moved, John seconded, passed unanimously

Old / Unfinished business

01. Equipment from Duane/Christina Sand
Don has all equipment, passed out listing, discussion ensued to ensure that fair price is received for each item and proceeds go to the club treasury
02. Whereabouts of remaining HT (planned to hand-out to newly minted ham).
We have it. It will be added to the list of items to allow for sale to club members.
03. Repeater battery replacement
Item for Don to manage going forward. The battery has been replaced in the repeater with Don's personal property. He will determine if best to leave that in service and club buys his replacement ...or... club buys new battery, installs it, and Don recovers his 'on loan' battery.
04. Website handoff
Don got Jeff up to speed on ftp access and some operations. Jeff now is primary person responsible for website content. At time of next annual renewal, we will discuss stay on GoDaddy, move to different provider, etc.
05. Government reporting handoff
Don has listing of items to manage and agency and due dates. He will hand-off in near future
06. Missing meeting minutes
Walter submitted most recent to exec team, Jeff published to website. If Walter has any others not yet uploaded to website, he will get to Jeff to publish.
07. Updated repeater code sheet
Discussion about member facing code sheet (S meter, touchtone codes, ...) and the more detailed codes just for repeater maintenance staff. Once these are written by Don, we will publish to required parties.
08. Repeater battery power switching upgrade

Don would like to move from his custom designed switch over to a West Mountain EpicGate charger/switch. To be scheduled for near future for cut-over.

09. Website maintenance / costs.

Jeff will become involved with the costs and the options of other providers when our current contract comes up for renewal.

10. Finish/maintain Saratoga Emergency Communications plan

This is not the CERT specific plan. It is the MOU with SARA and the city. The activation protocols, responsibilities, etc. Don to report back on this item.

11. Review the Saratoga City Emergency Plan

Don to distribute the latest documents that have been published (even in draft form) from the city.

12. Concentrate on growing ARES

Don is working on a plan.

13. Who maintains the membership records?

Don completed a hand-off of the membership records to Jeff. Ron indicates that he has even more details on some of the members (participation in the net rotation, interest, band capabilities, etc). Jeff to build out members database and then work with Ron to include additional information that Ron maintains.

14. Order any additional EOC Communications equipment and supplies

Don to take this item for the time being. To include primary EOC, secondary EOC, CERT trailer, and possibly even a working club station

15. Other old business

Don mentioned business cards are needed. No one took an action item to research this.

New business

01. Ron presented the SARA 2019 Vision

Meeting adjourned at 21:48

Respectfully submitted, Jeff Walker, Secretary

Current By-law Compliance

- Board of Directors

Position	Responsibilities
President	Supervise and control affairs of the club
Vice Pres.	President duties in absence of President
Secretary	Bylaws, minutes, filings, members' roll
Treasurer	Receive, manage, distribute funds
Directors	No specific duties

- Compliance to current by-laws – someone read

Financial Status & Funding Opportunity

- We have a comfortable bank balance for normal ongoing expenses with a reasonable cushion
- Dues \$20/30 family seem on par with peer clubs
- Moneys are available from City and County for *equipment* per Michael – who moves on in May
- Do we have valid asset or operational needs for:
 - Training support?
 - Expanded capabilities?

Current Club Major Responsibilities

- Monthly meeting planning, execution & minutes
- Repeater upkeep
- City of Saratoga, CERT and ARES/RACES support
- SARA Net Check-in and SVECS Reporting
- Website upkeep
- Finance – pay bills, manage bank account
- Club business – Licenses, subscriptions, etc.
- Saratoga Area Ham Database
- Other?

Current Calendar of Related Events

- Meetings – 1st Wednesday, 7:30-9:00 Fire Station
- SARA Net Check-in – every Sunday at 9:00 pm
- SARA Quarterly Function – new?
- SVVE Ham Tests – 1st & 3rd Saturday, Fire Station
- Saratoga CERT – 4th Thursday, Pisani Portable
- Pacificon 2019 – October 18-20, San Ramon
- ARES/RACES Drills –
- Field Days -

**Vision 2019 Draft
Build on our Current Base**

Vision

- Expand membership with new and *old* hams
- Expand programs for member involvement
- Expand training and development
- Have periodic club functions
- Continue working closely with CERT
- Increase engagement with ARES/RACES
- Work synergistically with area ham clubs

Engage a broad spectrum of hams!

Have a Lead for Major Undertakings

- Meetings, Speakers and Events – need
- SARA Net Check-in – Ron
- ➔ Website – Don → Jeff
- Training and Development - need
- Outreach and Membership - need
- CERT support – strong current involvement
- ARES/RACES involvement – need?
- Saratoga Area Ham Database – Ron
- Area Ham Club Outreach – need
- Balanced Focus . . . not just *emergency*
- Other?

Balance

Provide a balance between:

- Emergency focus of many of the new hams
- The more classical Ham experience
- While entertaining new technology
 - SDR
 - New digital modes
 - Ham without radios

Meetings and Events

SARA Meeting Goals

Maximize attendee interest by speaking to:

- Hams of all ages and levels of experience
- *Emergency* and more classical hams
- Equipment, mode, procedural . . . interests

Speakers that engage the audience

- Knowledgeable
- Good presentation skills

Events

- *Quarterly* events to get members together
 - Member portable equipment show/tell/hands-on
 - Field trips to area contests
 - Field trip to Pacificon – bus or van
 - Foxhunt, equipment performance evaluation
 - July 4th or Year End Holiday party
 - Others?

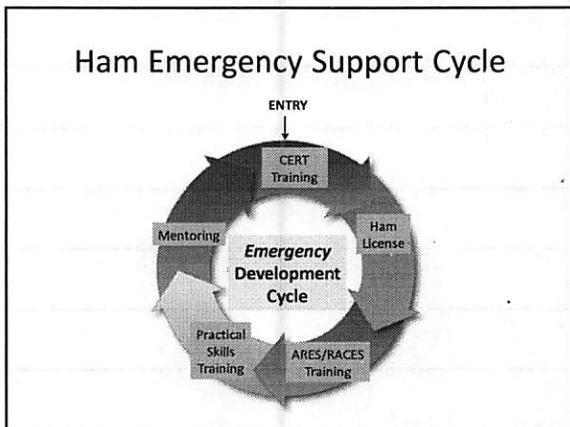
Identification Pieces

Would there be interests in SARA branded:

- Badges
- Caps/Hats
- Vests
- Backpacks
- Fanny packs
- Speedo's
- Other?

Outreach and Membership

- Outreach and Membership
- Word of mouth individual outreach – it works
 - Hams in the area and former SARA members
 - Presentation during CERT training class
 - Contact recent Technician grads in the area
 - K6SA website and Saratoga CERT website
 - Weekly “Reminder” – grow the distribution
 - Monthly Newsletter – need numbers to justify



Area Ham Club Collaboration

- <http://www.mdarc.org/resources/clubs-in-sf-bay-area>
- Loma Prieta, Los Gatos, Cupertino, Campbell, Sunnyvale, Mountain View, Others?
- Share and utilize each others training resources
- Open each others activities to members
- Possibly hold joint events
- Other?

Training and Development

So Now you Have your License!

You have your license, but you DO NOT typically have:

- Equipment
- Practical knowledge
- An idea of where to start getting your feet under you
- Ready access to training material
- A Person to turn to

You can call Ghostbusters, but they won't be of much help

**In many cases, we had a part in getting them into Ham
We owe it to new hams to help them
get started and grow**

Complexity of Ham Landscape Short Version

50W	23 cm	CW	472 kHz	ARES	MT-63	17 m	SWR
10m	21 MHz	HF	1.25 m	3.5 MHz	SSB	CERT	APRS
10 MHz	FT-8	160 cm	USB	QTH	70 cm	QRP	24 MHz
ARRL	2 m	Net	QRP	HT	Mobile	40 m	LSB
Phone	Digital	AM	General	Dxra	8 m	FTM	DSD
21 MHz	20 m	Elmer	Ham	FM	222 MHz	630 m	FT8
15 m	14 MHz	1.8 MHz	AQCS	50 m	RTTY	SKD	50 MHz
80 m	RACES	Net	902 MHz	PSK31	160 m	EME	FACTOR
Echolink	WSPR	Dipole	50 m	40 m	Paddle	18 MHz	UHF
Image	5.3 MHz	Tech	AMTOR	30 m	IRLP	QSL	902 MHz
Repeater	33 cm	Oscar	7 MHz	VHF	WSJT	10 m	HTI
144 MHz	FTT	12 m	QRP	MUF	420 MHz	PSK-63	DX

First Step – Individual Assessment

Assess a ham's knowledge, skills and interests in:

- Electricity and electronics
- Ham radio modes: CW, SSB, AM, FM, digital et al.
- Ham hardware/software
- Ham radio *niches* e.g. contests, QRP, QSL . . .
- Emergency response support
- Other?

Gather inputs via a detailed questionnaire

Ham Development and Mentoring

- Help newcomers understand the "World of Ham"
- Support class progression: Tech→General→AE
- Equipment: Transceivers, antennas, tuners . . .
- Modes: CW, SSB, AM, FM, RTTY, digital et al. . .
- Gain procedural skills: message taking, packet . . .
- Resource access: SARA web, ARRL, ARES/RACES

Pair a newbie with an Elmer?
Establish "Elmer Pools" for different topics?

Training Facility

- We currently use Saratoga Fire Station for:
 - SARA monthly meetings
 - SVVE Ham tests
 - We have equipment there - Saratoga EOC alternate
 - We have cabinet space available for storage
- Maybe book one or two additional slots per month
 - A weekday evening slot e.g. from 7:00-10:00
 - A Saturday or Sunday slot e.g. 1:00-4:00
 - Multiple 1 or 1.5 hr. topics could be covered in slot
 - A single longer topic could be covered in a slot.

Training Resources

Catalog/Augment Training Materials and Courses

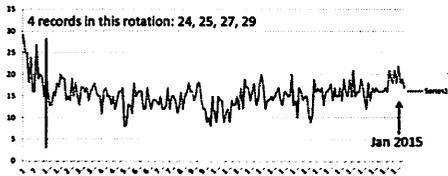
- SARA
- ARES/RACES
- Area Clubs
- ARRL
- Books
- Web e.g. YouTube
- Document Schematics, Procedures, etc.
- Other?

SARA Weekly Net Check-in

SARA Net Check-in

- Running smoothly based on Don's procedures
- *Reminder* seems to be helping participation
- *Reminder* also used for meetings, events . . .
- *Reminder* distribution at 100 and growing
- Reminder content also posted on CERT website
- Recruiting new NCO's to broaden base
- Michael Fox suggested member packet check-ins
- Plan to record Fireside and provide raw audio

SARA Net Check-ins History



- Prior – 4w/20, 3w/21, 1w/22, Average 15.2
- Current – majority w/20 or more, 4 records

Net Check-in Roster

Name	Date	Time	Other
[Illegible]	[Illegible]	[Illegible]	[Illegible]
[Illegible]	[Illegible]	[Illegible]	[Illegible]
[Illegible]	[Illegible]	[Illegible]	[Illegible]
[Illegible]	[Illegible]	[Illegible]	[Illegible]

Emergency Response - CERT

- Jeff – CERT Trainer
- Brent – Saratoga CERT Leader
- Don – Saratoga Emergency Coordinator
- Morris – Saratoga Asst. Emer. Coordinator
- Brent – Saratoga Asst. Emer. Coordinator
- Ron – Saratoga Asst. Emer. Coordinator
- Peter – Ham lead in Cox neighborhood
- Other?

Emergency Response – ARES/RACES

- EOC to EOC Monthly testing
- Other testing
- Participation in Drills
- Participation in Training and Certifications
- Expand SARA's overall participation

Backup Slides
