

**03/12/2019**

**Amateur Radio Club of Columbia County, Inc. Board of Directors**

**Meeting #60**

Dan Marshall (N1ADM) called the meeting to order at 18:00

Those present were Dan Marshall (N1ADM), Devon Harris (KM4PHT), Steve Clayborn (KJ4FSX), Samantha Clayborn (KM4NSF), Eric Cagle (KK4ZHT), Rusty Welsh (KG4HIR), Walter Brumbeloe (W4EFS).

1. Welcome and Introductions
2. BOD meeting sign in sheet was signed by all present.
3. Steve Clayborn (KJ4FSX) made a motion to accept the BOD Minutes from 10, 2019 and Devon Harris (KM4PHT) Second it. None were opposed.
4. The next BOD meeting is scheduled for May 7, 2019, at 5:30 PM at McAlister's Deli in Grovetown.
5. Old Business
  - A. Bank Account and Bank Cards (Card for IT Committee)
    - Steve Clayborn (KJ4FSX) made a motion to give the IT Committee a bank card in order to pay for IT services and products. Devon Harris (KM4PHT) seconded. None were opposed.
  - B. Bios and Photos for web site
    - Each BOD member was asked to provide a photo and bio for the ARCCC, Inc. web site. These will be used for website training at the upcoming collaboration workshop.
  - C. Website and collaboration tools workshop
    - Website Training and Tools workshop scheduled tentatively for March 30, 2019, 9:00 AM to 12:00 PM, tentatively at the CCEOC.
  - D. BoD tour of storage facility
    - Will discuss at a future date
  - E. Storage Building Status
    - Paid for through April, will open for discussion at the March general club meeting to pay for additional months
6. New Items
  - A. Annual/BOD Transition requirements
    - ARRL Affiliated Club renewal/ update
    - ARRL Special Services Club Renewal
      - To be completed in January 2020
    - Annual Registration of Incorporation
      - Dan Marshall (N1ADM) will provide address to Steve Clayborn (KJ4FSX) so this can be completed
    - 501(c)3 Form 990
      - completed
    - Columbia County Property Tax Exemption
      - completed
    - ARRL Insurance

- Need to update club POC
- Obtain Raffle Permit from Sheriff's Office
  - To be completed by Steve Clayborn (KJ4FSX)
- B. Review of procedures for maintenance and updates of club membership roster
  - Adding new members
  - Annual renewals
  - Tasks, workflow & responsibilities
    - President (welcome emails, validates contact information and status)
    - Treasurer (receives and documents payments)
    - Secretary (updates membership roster)
    - IT Committee (distribution updates)
    - VP and Board Member at Large (review and QC)
  - The BoD may create a task list/SOP for these tasks
- C. Committee Updates
  - Repeater Committee (444.900 status, recommendations)
    - Will be discussed at next meeting
  - Donations subcommittee
    - NTR
  - Field Day
    - Overview of field day planning; ARCCC Inc. Field Day will be at the Columbia County EOC
- D. FYI and Upcoming Events
  - FYI
    - Oliver Hardy Festival registration cost for 2019 increased to \$50 from \$25 in previous years
  - Upcoming Events
    - March 26- ARCCC General Meeting #26
    - April 6- Ridge ARC Tailgate
    - April 13-14- GA QSO Party
    - April 28- Best Dam Bike Ride
    - May 17-19- Hamvention
    - June 22-23- ARRL Field Day
- E. Recent Requests
  - Tech Licensing Course- Brian Kissack
  - CHIRP Programming Workshop- Ruth Willet (KM4LAO)
  - S-COM Repeater Controller Review- Walter Brumbeloe (W4EFS)
  - Foxhunt
  - Antenna team, maintenance and testing of club-owned antennas and transceivers

## 7. Review of Motions and Assignments

The meeting was adjourned at 19:30