

01-12-2023

**Amateur Radio Club of Columbia County, Inc.
Board of Directors Meeting #118**

The Board of Directors meeting was held at McAlister's Deli in Grovetown.

Those present for the meeting were:

Rusty Welsh (KG4HIR), President
Dan Marshall (N4MI), Vice President
Shannon Covington (KK4MED), Secretary
Steve Clayborn (KJ4FSX), Treasurer
Eric Cagle (KK4ZHT), Board Member at Large

Rusty Welsh (KG4HIR) called the meeting to order at 18:30.

Agenda and actions:

1. Welcome and Introductions
2. Approve BOD Meeting minutes for 12-19-2022
Motion: Eric Cagle (KK4ZHT) made a motion to accept the minutes from the December 19th, 2022 BOD Meeting, and Dan Marshall (N4MI) seconded it. None were opposed.
3. The next ARCCC, Inc. BOD Meeting is scheduled for March 9th, 2023 at 6:30 PM, at McAlister's Deli in Grovetown.
4. **Discussion of Review of:**
 - a) Constitution and Bylaws
 - b) BOD Member Position Descriptions
 - c) Appointee Position Descriptions
 - d) Committee Co-Director Position Descriptions
 - I. Recommendation -Develop Description for Finance Committee
5. **Email Communications-**
 - a) The club email is having issues with receiving spam as well as our sending mail going into recipient's spam folders. Most of these issues have been resolved. Please be certain to reply to emails in a timely manner and also reply to all and BCC those included other than the primary recipient so everyone will know that someone has answered the request for service.
6. **Finance Committee Created**
 - a) Two Co-Directors
 - I. Randall Blumberg (KM4FYG)
 - II. David Slabodnick (KO4LDS)
 - b) Committee Webpage Updated
 - c) Email Distribution Created
 - d) Update from Treasurer
 - I. Sent an email to both Co-Directors have a meeting and start going through all the paperwork and how to set things up moving forward.

7. Miscellaneous Items

- a) Meeting Date Cancellation/Move
 - I. 04-04-2023 General Meeting Scheduled-Cancel/Move
 - a.) Check with EOC to see with if it is an issue. **Dan Marshall (N4MI)** will call and check.
 - II. 07-04-2023 General Meeting Scheduled-Cancel/Move
 - a.) We will cancel this meeting.
- b) Continue with Facebook live/Professional Equipment Required? Cost?
 - I. What kind of benefit will we get out of this?
 - II. Will implement a poll on the ARCCC, Inc. Facebook page to see how many still want it to be on Facebook live during meetings. Need to have a PIO to keep it up and running. **Dan Marshall (N4MI)** will put set up and implement the Facebook Poll.
 - III. Based on feedback we will consider suspending in March 2023.
- c) Form 990- Email from 01-04-2023 @ 00:39 "Time to File Your Form 990 Tax Return for Amateur Radio Club of Columbia County INC"
- d) Georgia Secretary of State- Email from 01-05-2023 @ 11:06" Annual Registration Notification 2023" – **Steve Clayborn (KJ4FSX)** will take care of items in c. and d.
- e) ARRL Club Page Updated
 - I. Officers
 - II. Club Phone Number
- f) VE Radio Purchase for Exam Sessions for 2023- Completed
- g) It was suggested to add an awards page to put members that won the awards at club Christmas party.

8. IT Update for BOD Change

- a) In search for an Identity Manger/Developer
- b) @arccc.org email into spam boxes update/ att.net
- c) CiviCRM Training Date
 - I. Tuesday January 24th, 2023 at POB1 @ 17:30
 - II. Bring laptop's
- d) Update Google Calendar/Drive Permissions- Completed
 - I. Discussed the club dues
- e) Update IPA BOD Positions to forward to the proper email addresses- Completed
- f) Website Bios- Updated
- g) Dropbox Permission- Completed
- h) AWS Credits Purchased and Applied- Completed
- i) New Budget item to add to Treasure job- AWS Credits for July 1 \$100.00
- j) New QR Code for Upcoming Agendas- Completed

9. Any Additional Items

- a) Vice President- Dan Marshall (N4MI) will ask Rachel for a detail list for the Augusta Prep event.
- b) Secretary
- c) Treasurer- Steven Clayborn (KJ4FSX) will have draft sheet done up for the March meeting.
 - a. Should the outgoing Treasure be added to Finance Committee?
 - b. Also add a PIO
- d) Board Member at Large
- e) Co-Directors
- f) Guests

10. Review motions and assignments

Motion: Eric (KK4ZHT) made a motion to adjourn the meeting, and Steven Clayborn (KJ4FSX) seconded. None were opposed.

The meeting was adjourned at 20:15