

CVARC Board Meeting Minutes

Oct 12, 2023

2023 Board Members					
President	Ed Zimmermann	N6XEW	Vice President	Daphne Vandervalk	KN6TXX
Editor/Publisher	Andy Ludlum	K6AGL	Operations	Martin Hickey	AJ6CL
Education	Keith Elliott	W6KME	Public Relations	April Taylor	KN6QQW
Member at Large	Zak Cohen	N6PK	Secretary	Craig Grimm	KD6NFD
Member at Large	Warren Wegerer	K6WKW	Social	Mike Felio	K6MJF
Member at Large	Ron Topolinski	K6CPR	Technical	James Smith	KK6YAM
Member at Large	Phil Bartlett	K6UJO	Treasurer	Christian Ylagan	K6CAY

Absent from meeting: Ed, Phil, Mike, Christian

Visitors: None

Location: Westlake Village Civic Center, James B. Henderson Fireside Room, 31200 Oak Crest Drive, Westlake Village, CA 91361

Action Items are highlighted in yellow.

Meeting called to order by Daphne @ 1900

- **Previous Meeting Minutes – Daphne**

- Andy completed changes to the website (thank you!) – update from Ed not present.
- Received one application and notified membership committee and Treasurer. – update from Ed not present.
- W6KME-do we have a hard copy of our Articles and Seal? Ask Brad Ormsby. Ed, Keith, Brad to discuss. – update from Ed not present.
- Question on “membership unknown” line item in Aug financials. Ed to check with Christian on who’s membership this is. Previous meeting minutes reviewed. Motioned, second and approved.
- CVARC bank account signatory names need to be updated. Retain Rob Hanson, Christian Ylagan, add Ed Zimmermann, Daphne Vandervalk, remove Tim Wheeler. Ed to write letter to bank to update signatory names. Motioned, second and approved.
- Quickbooks credentials should be shared and kept with CVARC records managed by Secretary. Christian to share credentials with Craig.
- Replacement PO box key needs to be obtained. Ed to follow up with Christian.

- **Treasurer’s report – Christian (absent)**

- Sept financials reviewed. Motioned, second and approved.

- **President’s report – Ed**

- Bosma Award Nominations – 4 Board Member Officially responded.
- 2024 Board of Directors Slate progress

- Request to form New Member Committee and chair. Work in progress. – update from Ed not present.
- Request to designate a “backup” to the Treasurer. Working with Christian for information and updates. – update from Ed not present.
- Centralized file location for Board member files. In progress. – update from Ed not present.

CVARC GENERAL MEETING 10/19

- Coffee will be by coffee pot
- Cookies – James
- Pre-meeting dinner location.
Stonefire Grill 3635 E. Thousand Oaks Blvd, Thousand Oaks

Any announcements or want to speak at the next general meeting? Zak, Keith, Martin, James to speak at meeting.

● **Vice President’s report – Daphne**

- Speaker’s report – upcoming topics
 - Oct 19 – What makes a repeater tick, confirmed Matt.
 - Nov 16 - Gadgets for your shack, not confirmed. Brad Tim / Duffy DX Eng.
 - Dec 21 – no meeting, Holiday party.

● **Operations – Martin**

- Club picnic October 22. Reminder to sign up for pot luck food on CVARC website. Mike will BBQ meat.

● **Members at Large**

- Zak – menu for holiday party is set. Price is not yet set. 2 raffles – monthly tickets go into final raffle for \$100 DX Eng gift cert, 2nd raffle for \$300 DX cert, tickets will be \$10 each or 3 for \$25. Motion for raffle prize approval, second and approved. Target price is \$30 per person. Motion to plan for \$33 to allow for price increase by restaurant, second and approved. Dinner is Thurs Dec 21st. Simi Valley Best Western Posada Royal, 1775 Madera Road.
- Warren - nothing to add
- Phil – not present.
- Ron – suggested having meeting occasionally via Zoom. Andy said likely we won’t have Oct and Nov due to election to this could be the Zoom months. Keith also suggests June via Zoom due to heavy Field Day activity.
- Andy is filling out an application for Westlake Village room reservations for 2024.

● **Education – Keith**

- Extra class coming up.
- Self-study group being developed and will be open to other clubs. Warren motions to use CVARC Zoom account for self-study group. Motioned, second and approved.

- **Technical – James**
 - Nothing to add.
- **Publisher – Andy**
 - Always open to new CVARC web site articles and willing to help draft.
- **VE Coordinator – Andy**
 - VE session was successful, details to be published on CVARC website.
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- **Public Relations – April**
 - Next general meeting submitted to Camarillo Acorn.
 - Working to submit info to Cal Lutheran and other local calendars.
 - Will submit upcoming classes to Acorn.
 - Zak talks to local emergency groups such as Red Cross DART, will pass along contact info for April.
 - Discussed other ideas for promotion – upcoming street fairs, etc.
- **Social – Mike (not present)**
- **New business**
 - Andy mentioned that emails are not being delivered using CVARC alias. If anyone wants to change their published email on CVARC website send email to Andy.
 - Battery previously donated and lost with Bret has been located and currently held by Ben.
 - Canopy that Keith has from previous event will be added to club inventory.

Meeting adjourned 2012

Minutes captured and submitted by Craig KD6NFD

Important dates

- April/May 2023 - City of Westlake Village insurance renewal
- Aug 2023 – Sheriff Station room renewal (Zak)
- Sept 24, 2023 - ARRL Special Service Club. The five years for this cycle is 9/24/2023
- Q4 2023 – WLV City Hall room reservation (Andy/Ed)
- Nov 26, 2026 Renew Club Callsign (AA6CV) Trustee – Andy Ludlum – K6AGL
- Jan 19, 2030 Renew Club Packet Callsign (KJ6EUS) Trustee – Ed Zimmermann