



## WWRA GENERAL MEMBERSHIP MEETING MINUTES

KITSAP REGIONAL LIBRARY, SYLVAN WAY, BREMERTON, WASHINGTON

Saturday, February 1, 2003

1. PRESIDENT. Brought meeting to order at 12:40pm
  - a. INTRODUCTION
    1. Bob, KC7DRQ introduced **current** officers and VIP Support persons.
      - a. TRUSTEE, Ron Onhaus, K0BQ
      - b. President, Bob Williams, KC7DRQ
      - c. Vice President, Alf Anderson, W7ALF
      - d. Secretary, Herb Gerhardt, KB7UVC
      - e. Treasurer, Bill Hurd, N7YT
      - f. Chief of Operations, George Carr, N7GME
      - g. Net Manager, Drake Evans, KD7GAR
    2. Bob announced that the raffle for the THD7A would be held at the end of the meeting. Terry, N7YZX is selling tickets.
    3. Bob asked all to ensure that they signed the sign in sheet and get it back to the Treasurer. 29 Members in attendance. Sheet attached to these minutes.
    4. Bob asked each Member give name, call sign and where from.
    5. Bob announced that refreshments are available and what is not eaten will be wasted.
    6. Bob thanked Herb, KB7UVC for promoting the sale of raffle tickets.
    7. Bob acknowledged the following for contributing their time in lending their melodious voices to the various repeater announcements:
      1. Drake-KD7GAR
      2. Phil-KC7SVI
      3. Joan-N7RIF
      4. Herb- KB7UVC
    8. **PRESENTATION:**
      1. Drake, KD7GAR was presented with a WWRA Certificate of Appreciation for his continuing support of the WWRA and his endurance as the Sunday night NET coordinator.
2. Officer Reports:
  - a. Presidents report;
    - i. Bob provided the following information to the General Membership present and went on to say that during 2001 there was little activity in the administrative support area for the WWRA so, KC7DRQ, N7YT and N7GME decided to join the Board of Directors for 2002:
      1. To provide the very necessary and sorely needed administrative support.
      2. To better coordinate financial support.
      3. Established a NEW website:
        - a. No one had access to old one and it was badly out of date.
        - b. Repository of all-important information regarding the repeaters.
        - c. Gives members access to all repeater information via Internet.
        - d. Provides a means for Ops Committee to report directly to the Board of Directors as required by Constitution.

- ii. WWRA PROPERTY: Bob pointed out that he is still actively engaged in a job-in-progress.
  - a. The gathering up of ALL WWRA equipment, very important papers, technical documentation for storage on the hill.
  - b. Over the years members working for a time then forgetting or losing the items have lost much of this gear. We are still missing gear.
- 2. Develop a more Membership orientated and liberal policy for the operation of the repeaters.
  - a. No more kilocycle cops.
  - b. Promulgation of FUNCTIONAL codes to all users.
  - c. Encourage membership via usage, visiting the website and word of mouth.
    - i. The three of us represented the WWRA at the October Hamfest for recruitment of Members.
      - 1. KITZ live radio broadcast at the Hamfest to encourage hams to the repeater.
      - 2. Advertised the 2<sup>nd</sup> Sunday Night Net.
    - ii. Purchased a Kenwood THD7 to raffle:
      - 1. Promotes interest in new forms of communications associated with repeaters such as APRS and MicE.
      - 2. Get more people in attendance to the annual meeting.
  - d. Immediate response to new members and old members when sending in their dues. We want to send out a reply in the form of a Membership card or other documents within 2 business days.
    - i. Over the years we have heard a myriad of complaints regarding this issue.
  - e. Provide information to Members and other users via the repeaters with REPEATER ANNOUNCEMENTS.
    - i. Meetings
    - ii. Raffles
    - iii. Events such as Nets, bicycle runs, 10K runs, etc.
    - iv. Hamfest
    - v. Other local amateur radio functions, such as ARES, RACES, etc.
- iii. UTILIZATION of PERSONAL RESOURCES We are very fortunate as a group for some dedicated people over the years. The following is a sampling of personal DONATIONS in time and material to your repeater system recently.
  - a. Long distance telephone calls.
  - b. Long distance facsimile transmissions.
  - c. Email.
  - d. Cell phone calls.
  - e. Local facsimile transmissions.
  - f. Trips to hill:
    - i. 2000 19 combined runs @ 18.5 miles each
    - ii. 2001 32 combined runs @ 18.5 miles each
    - iii. 2002 43 combined runs @ 18.5 miles each
    - iv. 2003 7 combined runs already in the month of January

1. Total of 101 trips up the mountain
  2. 1868.5 miles
  3. \$579.35 MINIMAL in mileage costs.
    - a. No charge to the repeater on any of these trips.
    - g. Paper and envelopes for newsletters and new Membership mailings.
    - h. Personal electronic tools utilized, batteries, solder, wire, etc...
    - i. Personal printer supplies, etc.
    - j. Federal Express/UPS drop-offs and Post Office runs to pickup WWRA mail. Fortunately Bill, N7YT gets UPS and FedEx at his office, which saves that hassle.
- b. Herb, KB7UVC WWRA Secretary read minutes of last GENERAL MEETING. Minutes were seconded and passed as read.
- c. Bill, N7YT WWRA Treasurer read the FINANCIAL REPORT.
- a. There was discussion but the report was seconded and passed as read.
  - b. Copy of financial report attached to these minutes.
  - c. The president mentioned that he would be looking for volunteers for the Audit Board.
- d. George, N7GME WWRA Chief Operator presented the operations committee report. It will be extensive and will serve as the guest speaker spot.
1. PERSONNEL VOLUNTEER BACKGROUND
    - a. Early in 2000 Bill, N7YT and myself contacted the then Chief Op, Ron Onhaus on proposal to place a Microphone Encoder on the hill with the repeater.
    - b. We installed the Microphone Encoder for use in conjunction with Automatic Position Reporting System (APRS) with great success.
    - c. But for the rest of the repeater system it all went down from there!  
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  2. K0BQ, Ron convinced Bill, N7YT and George, N7GME to join the Ops Committee for 2001.
    - k. Antennae problems with a badly setup upper antennae connector.
    - l. Move of the repeater cabinets. To facilitate electrical distribution box on bulkhead.
    - m. Diesel engine change out in future. Hope it's not physically bigger.
    - n. The literal disintegration of the repeater components. Slow degradation of performance.
  3. UNEXPECTED PROBLEMS WHICH CAUSED EXTRA HOURS OF WORK
    - a. Antenna problems that went far beyond what we had initially perceived.
    - b. Movement of repeater equipment had disrupted more than we first suspected; i.e., proper grounding of the cabinets.
    - c. Loss of auto-patch.
    - d. Missing technical documentation.
    - e. Missing programming documentation of controllers. Loss of help and support. Bad information in tech manual for repeater. Bad wiring not to specifications.

- f. Our own mistakes.
- g. Link Comm controller manual is very difficult to master.
  - i. Needed to call Link Comm to find solutions to some programming issues.
  - ii. It is not rocket science but it requires a certain amount of dedication.
  - iii. Anyone volunteering for the operations committee needs to understand this manual.

#### 4. CODES

- a. User codes are available to all. We are keeping the same codes setup in the controller until we detect abuse.
  - i. We can change them very easily.
  - ii. We can turn them OFF and re-issue if necessary.
- b. Explain codes:
  - i. 6620D “voice report”.
  - ii. 6635 Keypad test.
  - iii. 6609 time.
  - iv. 6610 Date
  - v. 6611 Day of Week
- c. Speed dials available to Members only.
- d. As new features, weather, mailboxes, etc. become available we will make these know to Members ONLY.
- e. Only CONTROL codes to the Control Operators.
- f. Turn OFF/ON the repeaters held by three people.
  - i. Two Ops Members
  - ii. Trustee
- g. Four methods of turning ON/OFF repeaters.
  - i. UHF Control Link.
  - ii. Telephone line.
  - iii. VHF repeater
  - iv. UHF repeater

- 5. OPS TASK TRACKING sheet on website. George explained the Ops Task Tracking sheet is actually a worksheet that the Ops Committee uses to perform work on the repeaters and he related this work to the screen display on the overhead projector to the general Membership present.
  - a. Report to Board of Directors required by Constitution.
  - b. It is a worksheet designed to keep track of projects for ops committee.
  - c. George noted that there were 156 line items for 2002 alone.
  - d. The worksheet, like all of the information including the controller technical manual is available to ALL.

#### 6. WORK TASKING FOR 2000

- a. First problem was the coax connector.
  - i. Did not know the full implication of this problem initially. Went through a series of elimination before conclusively realizing it was a bad connector damaged over 25 years ago.
  - ii. Found out replacement connectors don't exist.
  - iii. Continued to battle this problem for the next two years.

1. George covered along with the brief.
    2. This bad connection created some high SWR.
  - b. Andrew Type 40525A dry air [desiccant] pump installed to eliminate all problems with moisture in hollow coax.
    - i. Nitrogen bottle placed in standby. Full.
  - c. New RLC-2 Link Comm controller.
  - d. Frantically tried to find a new antennae connector that would fit hollow coax. Not available ANYWHERE!
  - e. First tower climb to repair was only good until the coax was disturbed and we had high SWR again.
7. WORK TASKING FOR 2001
- a. Antenna problems persist.
  - b. Second tower climb fixed the antenna connector with a repair kit supplied by WWRA.
    - i. This kit was for a different 7/8" coax but was the only one available.
    - ii. However connector is still bad.
    - iii. It is anticipated that this connector will last until disturb or given way to old age.
    - iv. Bill and I hope we are long gone when this happens, as we never want to do this again.
8. WORK TASKING FOR 2002
- a. IT MUST BE STATED AT THIS JUNCTURE THAT MANY OF THE FOLLOWING PROBLEMS WITH THE REPEATERS WERE MOST LIKE PRECIPITATED BY THE HIGH SWR CREATED BY THE SINGLE BAD CONNECTOR AT THE TOP OF THE ANTENNAE SYSTEM.
  - b. Additionally we had other problems:
    - i. Missing programming manual for VHF repeater.
    - ii. Missing DB 25 connector on back of VHF repeater.
  - c. Installed new VHF repeater.
    - i. Old VHF repeater will go back for overhaul.
  - d. UHF machine did not function correctly.
    - i. Procured new UHF machine.
      1. Transmitter.
      2. New mounting panel.
      3. Peaked up receiver.
  - e. Procured Weather and Microphone Encoder peripherals and transmitter.
  - f. Negotiated for 400 feet \$1700 worth of 7/8" foam filled coax for \$125.
    - i. Got the seller to sign a receipt that he would take it back if were bad.
    - ii. Third tower climber installed second coax. Significant event.
  - g. Found UHF Control link to be out of specs and sent it back to manufacturer.
    - i. Actually had a new one built.

- ii. Ready to install at this time.
  - h. Found PA 100 Amplifier was bad and got it overhauled.
    - i. Lower power output. Variable power output. 11 watts max.
    - ii. Now installed operating at 40 watts at base of antenna.
- 9. THREATS. We should not become complacent.
  - a. They are replacing the diesel in the space that our repeater system occupies.
  - b. More tower work could dislodge the antenna coupler.
  - c. We could be charged rent making costs prohibitive to stay up there.
  - d. We could be kicked of the hill.
- 10. Final Comment.
  - a. The repeater system is now operating at OPTIMUM power and coverage.
  - b. It is a first class system and should be easy to maintain.
- 11. George concluded his presentation with a question and answer period.
- e. OLD BUSINESS. President asked for any old business. NONE.
- f. NEW BUSINESS. President asked for any new business. NONE.
- g. ELECTION of OFFICERS for 2003-2004.
  - 1. The president called on the vice president W7ALF, Alf to read off his slate of officers. W7ALF, Alf said he didn't have a slate of officers, as his email didn't work.
  - 2. The president then announced to accept nominations from the floor.
    - 1. Bob, KC7DRQ was nominated for another term as president.
    - 2. Drake, KD7GAR was nominated for vice president.
    - 3. Bill, N7YT was nominated for another term as treasurer and the operations committee.
    - 4. Mel, NA7VY was nominated in absence for secretary.
    - 5. George, N7GME was nominated for another term on the operations committee.
  - 3. The president then called for any volunteers to the ops committee.
    - 1. WN6V, Carl volunteered.
    - 2. Joe, W7COM volunteered.
- h. The president asked for volunteers for Audit Board.
  - 1. Chuck, KB7UFT volunteered.
  - 2. Bob, KC7DRQ volunteered.
- i. The president asked for a motion that all candidates and volunteers be accepted and voted in, as there were no candidates contesting the open slots. The nominations were seconded and voted unanimously by all.
- j. Joe, W7COM won the raffle of the Kenwood THD7A. Congratulations to Joe who just joined the WWRA and volunteered to be on the operations committee. The radio cost the repeater \$439 and \$518 was taken in covering the cost of the refreshments at the meeting. Many thanks to Herb, KB7UVC who was instrumental in selling over \$200 worth.
- k. The president adjourned the meeting at 1:44pm.

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President

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Recorder