Secretary Report  
TVARC Board Meeting 4 April 2019

Present:

Board:
George: K2DM  
Sam: KB8SB  
Bruce: WA1UTQ  
Frank: KA1AF  
John: NP2B

Visitors:
Rich: ND4G  
Tom: NV1U  
Ron: K4YCW  
Cal: WA3CTZ  
George: W4GOR

Discussions and Decisions:

1. Wells Fargo
   a) George, K2DM, and Bruce, WA1UTQ, added George and removed Ron on the TVARC bank account.
   b) Bruce, WA1UTQ will investigate other banks re service.

2. Treasurers Report
   a) Treasurers report was reviewed and approved by the Board.
   b) A copy is attached.

3. Storage Facility update
   a) George, K2DM, visited the facility and changed names on the account.
   b) It was agreed, by the Board, to remain with this facility and to make payments on a yearly basis.
   c) Bruce, WA1UTQ, John, NP2B and George, K2DM, have keys and passwords.
4. Storage of Secretary Reports  
   a) Agreed: All available reports will be stored in the existing storage facility as follows:  
      1. Storage will be on CD and thumb drive and will be on a yearly basis.  
      2. At the end of a Board’s year, the CD record of the previous one year of secretary’s reports will be placed in the storage facility.  

5. Storage of Treasurer’s Reports  
   a) Agreed: Existing historical records will be placed in appropriate containers and stored at the present storage facility.  
   b) Agreed: Treasurers Reports for a Board year will be stored in the same manner as Secretary’s Reports given in para 4 above.  

6. Membership Meeting Presentations  
   a) Agreed: Power Point copies of the regular Board presentations given at membership meetings will be added to the TVARC website.  

7. Donations to TVARC:  
   a) Agreed: No donations of any kind are to be accepted by the TVARC without Board Approval.  

8. Club History  
   a) A brief presentation was given by George, K2DM, reminding members that the TVARC club was founded in 1996 and incorporated in 2004.  

9. Dues Notices and Related Items  
   a) Agreed: Individual dues notices will not be sent out.  
   b) Agreed: The sign up sheet at membership meetings will have only paid members on the list. An additional section will be provided for visitors to sign in.  
   c) Agreed: All non-members will be removed from ‘The Reflector’. Action to George, K2DM.  
   d) Agreed: Bruce, WA1UTQ, will ensure that the club roster on the website will reflect only paid members.  
   e) Agreed: A message will be posted on the club’s website and sent out on The Reflector outlining the TVARC dues process in accordance with
the Constitution and By-Laws and suggesting that members can check their standing by reviewing the roster on the website.

10. New Laptops
   a) Agreed: two (2) laptops will be purchased, along with appropriate software. Cal, WA3CTZ, assigned responsibility for purchasing.
   b) Agreed: One laptop will be assigned for training classes. The second laptop is for general use. This laptop will primarily be kept and used by the Secretary for generation of reports and meeting presentations. The laptop will also be used for TVARC events as authorized by the Board.
   c) Agreed: The maximum amount of $1500 is authorized for this procurement and includes the hardware and software.

11. Annex Repeater
   a) The situation re the requested removal of the club repeater at the Sumter County Sheriff’s Annex was discussed
   b) Action was deferred.

12. Club Repeaters
   a) Bruce, WA1UTQ, reported that all is good with the club repeaters.

13. Sale of Club Assets
   a) John, NP2B, provided a list of existing club assets, kept in the storage facility, that are recommended for sale.
   b) Agreed: the list of items for sale and the prices were agreed by the Board.
   c) Agreed: Method of Sale for these club assets:
      1. Items and prices will be posted in the Items for Sale page of the TVARC website.
      2. A notice of the sale will also be posted on The Reflector.
      3. Items will be sold on a first come first serve basis.

14. Submission of TVARC information by George, W4GOR
   a) George indicated he was approached to provide information on TVARC voluntary community work regarding the TVARC Emergency Communications Team (ECT).
Secretary Report
TVARC Board Meeting 4 April 2019

b) George requested and received Board Approval to proceed and provide the requested information for publication.

15. Request for RFI Investigation Support
   a) A group of members has recently been reporting RFI problems at their locations.
   b) Agreed: at the next membership meeting, this issue will be brought up and a request made for volunteers to assist in the RFI investigation.

Deferred:
1. The Reflector
   a) The use of The Reflector for ‘official’ TVARC notices
2. Purchase of a Computer Projector
   a) No real discussion took place so I suggest this be removed from the minutes
3. Sale of Donated Equipment and other Donations to TVARC
   a) Method of Processing deferred
4. Sale of TVARC Coffee Mugs to Members