**CARA BOARD MINUTES February 8, 2024**

**Board Members Attending: President Brian Kress KB3WFV, Vice-President Erik Johnson KC3QQD, Secretary Shawn Donley N3AE, Treasurer Richard Ratcliffe W3RBR, Director Dave Weaver W3PQS.**

**Members attending: Don KR3A, Andy KC3WRX, Lisa Kress, Bill N3XMZ, Les KH6CUJ, Wade KB3VLE.**

The Board meeting was called to order 6:40pm

Board had a quorum of all five officers present

Per the bylaws, both the president and treasurer should have signature authority for the bank account. Our bank, PNC, has very inconvenient business hours. The Treasurer will try to get an appointment on a Saturday morning for himself and the President to take care of the paperwork.

The Board had previously recommended that a portion of our bank balance, as much as 50%, be invested in either a higher yield account or a 6 month CD rather than sitting in a low yield account. The president took an action to research potential high yield accounts or CD’s. He reported that most banks contacted were not very supportive of dealing with a non-profit. Truist Bank seemed to be responsive. The President will contact them again to see what the minimums are for opening a CD. The Board suggested investing no more than half of our available funds in a CD.

N3AE, W3PQS and W3RBR conducted an inventory all the equipment in the CARA room at the Mt Hope Community Center. An interim summary was sent to the Board. Since then, additional items have been picked up from KB3RAN’s estate, including antennas that had to be removed from the roof. Actually, KB3RAN had already informed us of his intention to give the items to CARA prior to his passing. The inventory will be updated and sent to the Board. Perhaps the list of items could be distributed to the membership and dispersed for donations. Our room at Mt Hope is quite crowded with various pieces of ham equipment that need a “forever home.”

We had planned to go through the large amount of documentation given to our current Secretary by our prior Secretary, KB3RAN. This proved to be impossible in the time we had during the Board meeting. A separate time will be found to go through the files. Thanks to KB3VLE for providing a list of documentation for non-profits with a timeline on what to save and for how long.

Shawn, KE6YCO, has secured the Brooms Island community building for Field Day on June 22-23.

The Board meeting adjourned at 7:20 pm

**CARA MEMBERS MEETING MINUTES February 8, 2024**

**Attending: President Brian Kress KB3WFV, Vice-President Erik Johnson KC3QQD, Secretary Shawn Donley N3AE, Treasurer Richard Ratcliffe W3RBR, Director Dave Weaver W3PQS, Don KR3A, Andy KC3WRX, Lisa Kress, Bill N3XMZ, Les KH6CUJ, Wade KB3VLE, Dale N3ILH**

**Via Zoom: Drew KN4VWB, Dave KC3RWT, Dick AE3DT**

**Readers are encouraged to see the Board minutes above.**

The meeting was called to order by President Brian Kress at 7:37pm with Pledge of Allegiance. The business part of the meeting was kept to a minimum in order to provide time for testing the several radios to be offered to membership.

The January 2024 meeting minutes were approved.

No new member applications were received.

Treasurer’s Report: The treasurer reported we had $5581.58 in our bank account as of Jan 31, 2024.

CARA certificates of appreciation were received by KB3WFV, W3PQS, KR3A, KC3WRX and N3AE for their efforts in 2023. (Apologies if I’ve missed anyone in these minutes).

Three 2M radios were tested for receive and transmit function by N3AE. Receive sensitivity was checked using a calibrated signal generator and listening to transmissions from a HT. Transmit power was checked with a Bird wattmeter and functionality by listening to audio received by an HT. All three radios were taken by CARA members for a donation. Each radio received a donation of $100 for a total donation of $300. The radios were (1) Kenwood TM-271 adopted by KB3VLE , (2) Yaesu FT-2900 and (3) Yaesu FT-2400, the latter two adopted by Mark, KC3VNH. Time did not allow testing of the Kenwood TS-450, which will happen on another day.

Upcoming events:

Feb 24 STEM Event at Calvert High School (KC3WRX, K3OCM and N3AE will support)

Apr 27 NVIS Day

June 22-23 Field Day (Brooms Island)

Aug 10 Maryland QSO Party

The 50-50 came in at $32.00 total. The winner, KC3QQD donated $11.00 of his winnings back to CARA for a total donation of $27.00. Thanks Eric!

The meeting was adjourned at 8:55 pm