



Sandoval County Amateur Radio Emergency Service



Minutes of Meeting March 18, 2019

Meeting called to order by Ben-KD5DCN at 7:00 pm.

Treasurers report – Checking - \$11,141.32, Savings - \$ 5156.55, Total - \$16,297.87.

Meeting minutes:

SCARES Monthly meetings - for April and May will be at the Fire Station 43 (Sandoval EOC)

EOC Discussion – we currently have a number of antennas mounted on the roof and some cabling ran from the roof to the entry point in the office. Ben will be working to determine what Seth wants in the office and organize help once that is determined.

Bylaws Update – Continued discussion on the verbiage update to the bylaws (from email sent to all members on Feb 23rd).

Recently having to replace an elected official, there is no procedure in our bylaws. The Board of directors have met and proposed an addition to the bylaws. The change will be voted on at the April 15, 2019 meeting. The change is as follows and is an addition.

ARTICLE VII

9. When an elected position is vacant the President, with the approval of the board of directors, can appoint a replacement to complete the term. If the President's position is vacant, the Vice President will assume the position of President, a special election will be held to fill the position of Vice President.

Discussion centered around wording of 'can' to 'will', at the monthly meeting it was decided to retain the 'can' wording as there may be circumstances where a position may not be filled immediately following a vacancy, i.e. if an upcoming vote is scheduled. Continued discussion and voting will take place next month.

CRI Exercise Review – Ron (NM5AA) and Jim (KC5RUO) gave a readout from both of their perspective on the recent exercise. Discussion centered on processes for documenting messages, i.e. number /tagging and efficiencies in communication of messages via voice or data.

Trailer Update - Tom (W5THS) provided an update on trailer elements, see attached for readout.



Sandoval County Amateur Radio Emergency Service, Inc.



Trailer Meeting

March 02, 2019

Attendees: Gary-K5BIQ,
Ben-KD5DCN,
Tom-W5THS,
Brian-KG5WED

The above met at our trailer to see what the next direction will be.

The plywood on the front wall and street side is currently off.

Agreed that 1/2" insulation on the side walls is not worth doing. The front wall and ceiling still open for discussion.

Tom built a temporary work surface across the front and 10 ft along the street side of the trailer.

That general layout was agreed upon.

Will install our window air conditioner in the front wall.

It was agreed to start with (2) vhf/uhf ham stations and a packet station.

We will attach a 7 ft piece of unistrut on the street side, along the upper edge, outside and Ben will make "L" brackets for (3) antennas.

Gary will order the antennas and coax kits.

Ben will check the price of preformed counter top.

Felt that what ever the work surface is, there should be (2) 2 drawer file cabinets under the work surface.

A shelf above the work surface will be for mounting of radios.

When ever battery(s) are added they will be along the front wall in a box.

Will leave the plywood off for a while.

Discussed how to utilize the push-up mast that Marty-NM5MS donated.

We set a target date to be ready for Cedro Peak on April 27, 2019

Ben and Gary as members of the Board agreed that an additional \$ 500.00 be added to the trailer account.

Tom-W5THS

10:13 AM

03/02/19

SCARES
Income/Expense Summary
January through February 2019

	<u>Jan - Feb '19</u>
Income	
Indirect Public Support	
United Way, CFC Contributi...	<u>45.00</u>
Total Indirect Public Support	45.00
Investments	
Interest-Savings, Short-term...	<u>0.08</u>
Total Investments	0.08
Program Income	
Membership Dues	<u>10.00</u>
Total Program Income	<u>10.00</u>
Total Income	55.08
Expense	
Business Expenses	
Business Registration Fees	<u>11.50</u>
Total Business Expenses	<u>11.50</u>
Total Expense	<u>11.50</u>
Net Income	<u><u>43.58</u></u>

10:11 AM
03/02/19
Accrual Basis

SCARES
Balance Sheet Standard
As of February 28, 2019

	<u>Feb 28, '19</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	
Trailer and Repeater fund	4,881.24
Checking - Other	<u>6,260.08</u>
Total Checking	11,141.32
Savings	<u>5,156.55</u>
Total Checking/Savings	<u>16,297.87</u>
Total Current Assets	16,297.87
Fixed Assets	
Equipment	
Radio Trailer - \$500 Max	312.86
Radios	
Stephanie Road Antennas	
UHF Repeater Move - \$1000 ...	407.96
VHF/UHF Antennas - \$380.30 ...	380.30
NVIS Antenna - \$200 Max	<u>159.90</u>
Total Stephanie Road Antennas	948.16
Radios - Other	<u>1,033.39</u>
Total Radios	<u>1,981.55</u>
Total Equipment	<u>2,294.41</u>
Total Fixed Assets	<u>2,294.41</u>
TOTAL ASSETS	<u><u>18,592.28</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	9,258.37
Unrestricted Net Assets	9,290.33
Net Income	<u>43.58</u>
Total Equity	<u>18,592.28</u>
TOTAL LIABILITIES & EQUITY	<u><u>18,592.28</u></u>