



NORFOLK AMATEUR RADIO CLUB

We meet every Wednesday at Eaton CNS School, Eaton Road, Norwich,
NR4 6PP from 7-10pm, usually in 6th form centre at front of school.
For more information visit <http://www.norfolkamateurradio.org>

Committee Meeting Agenda 19th April 2010 at 19:00 (TBC) held at:-

City of Norwich School

6th form Media studies room (ie classroom next to our usual club meeting
room/computer area).

Eaton Road

Norwich

Norfolk

NR4 6PP

Apologies- Simon M0EBN

Present: David-G7URP, Corrina- 2E0DRT, Steve-G0KYA, Roger- G3LDI, Malcolm-G3PDH, Mark-
G0LGJ, Gary-2E0YTF, Tony G0MQG, Sarah 2E1GTE, Chris-G0DWV, Kevin-M0UJD, Jonath-
an-M1ADX

Agenda

Minutes from last meeting – G0DWV

Approved by Proposed, Jonathan-M1ADX , Seconded, Roger-G3Ldi

- 1) Assign roles & responsibilities to new committee-David G7URP
Existing committee all happy to continue in there current roles.
Sarah asked for more ideas for Bright Sparks. Advertise it for future classes, Programme
to be sorted so no clashes with Table top sale etc..
Jonathan wants to get more involved with events as he felt he had more to offer.
Gary was asked to promote the Loan service more within Club.
Corrina was asked to become the meeter and greeter for the club.
Simon suggested for training role.

Existing Roles:

Work profiles and assignment of roles (G3PDH + G7URP)

Malcolm discussed overview of roles

Membership Secretary- Tony G0MQG, Commented on Payment issues with Cheques to
Bank etc, wanted access to Paying in book and or payment slips.

All agreed

Programme Secretary- Roger G3LDI & Chris G0DWV

Equipment reviews and visits, £300 for funding external speakers if required.

Rex G0CLR suggested Direction finding by Bob G3ORY DFing

All other aspects to look at.

Chris Danby, NARC Secretary, Fir Trees, Hall Road, Hainford, Norwich, Norfolk NR10 3LX
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Press Release officer-

Steve Nichols G0KYA- All agreed. Review of yearbook entry to prepare, Radio User details

Contact Magazines and general PR, Local press.

Events Manager-

Manage all aspects of any club events

Jonathon M1ADX and Rex G0CLR to coordinate these aspects as Joint Overall coordinators

Bright sparks coordinator- Kevin M0UJD and Sarah 2E1GTE

Contest Sub Group coordinator – Malcolm G3PDH, Roger G3LDI

Exam Secretary- David G7URP to carry on

Training Coordinator – Simon M0EBN To create and maintain separate record of Training Literature,

Trophy Manager- Chris G0DWV, Mark G0LGJ, Collection of Trophies prior to AGM, to create and maintain separate record of past winners as far back as possible

QSL Manager- Sarah 2E1GTE, Chris G0DWV asked to design new Cards, g4arn g6nrc g8qr tick boxes Bands. New card voted on, all Agreed

Inventory Manager- Gary 2E0YTF, Malcolm G3PDH, to administer all Club equipment Sort Library to Keep a track of where, who, what, when including Library Card System

Web Master- Mark G0LGJ, More input please, latest news, reviews required from Committee

- 2) Smoother AGM for 2011 (vote/judging) David G7URP
Plan further ahead for the voting element of the evening, counting votes was time consuming appointed tellers for counting 70 + members, G0LGJ suggested a PC voting system and a logoff attendees.
Confidential voting?
Discuss the AGM voting at the meeting for awards .
- 3) Monday night net - post AGM feedback and what should we do...-David G7URP
Net controllers feelings expressed. Via email to Kevin 4 replies, we need a shake up, new blood. Solutions AGM 4-6 new net controllers. Corrina suggested an HF net.
Length of overs an issue, must be shorter, with Gaps, MK40 on air night G0LGJ. Snappier operating, not so rigid..

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Guest controller idea...goes into existing shacks of current controllers, Gary and Corrina to help coordinate.. Talk Topics, Advance course, There should be Advanced notice of topics... Committee agreed to suggest topics and guest operate. Use of Repeater with its existing problem. Tony suggested repeater doesn't help people improve there station. Long distance members would be penalized
David suggested a QSY to HF at 8pm.

- 4) Barford - need to do anything different? David G7URP
Hall traders, Use club tents outside for tea and coffees (less mess). Ice cream man. G0D-WV suggested GMS / Waters & Stanton being approach re Trade sales. Club stall selling polo's and fleeces, baseball caps, sweat shirts, Lanyards.
- 5) Reviewing and carrying out suggested ideas from our members forum-David G7URP
What' do you do in your Job to be added to Program
- 6) Club shack and planning issues for mast – Malcolm G3PDH
Mast has been purchased and stored at G0DWVs. BDM consultants have been given the go ahead for the presentation of the plans to the council.. Timescale want the radio club to go ahead for the centenary of the school. Get info from David. G0LGJ wants access to build the shack on a Saturday.. David G7URP to get ball rolling and set a date. Temp mast antenna for club nights to be looked into.
- 7) Gala day planning 4th 5th September – Malcolm G3PDH
NARC has been booked in by David. Jonathan volunteered with Kevin to sort the main display + a small HF Contest station
- 8) NFD & SSB FD – Malcolm G3PDH
NFD has registered CW based on DCP location to coincide with Radio Active. G0TZZ agreed to organise SSB field day at DCP
- 9) Update loan equipment list – Tony G0MQG
Concerned that the list was not current, some kit has been sold, Mark will update website to reflect master list. Tony to liaise with Gary then update Mark (Web).
David has stack of kit from SKs... suggested to Bring a box in weekly or think of a project to use the components. Books to table top sale.
- 10) Quiz Night – Mark, G0LGJ
Questions required for the quiz night. Flyers for next meeting. Committee to help promote and get questions.

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11) Roger, G3LDI, More delegation of Club duties to sub-committees or volunteers. I am thinking of:

- 1 Chair duty. Setting up help. Corrine asked to be monitor, David to mention at start of meeting.
- 2 Tuck box organisation. Kevin does already along with James PQF & James UKS
- 3 The Club DX Square raffle. Reduce back 40 squares. To increase frequency = £10 prize £20 income at 50p a go.

Any Other Business

Steve G0KYA suggests a donation to the Caister Lifeboat station. £25 pounds agreed by all

Kevin suggested bacon butty and tea at cafe opposite on presentation of NARC badge or voucher

Sarah – approached by M0TVGs suggestion for bright sparks. A Construction Cup or recognition certificate of merit to be presented at the same time... Suggest a section in construction contest. All agreed. Sarah and Kevin to inform Mike M0TVG

Mark pointed out the past winners are not engraved on all plaques or trophies.... Tony to Trophies back prior to AGM so they can be engraved with new winners
Jonathan proposed, Second Tony, Tony agreed to do it

Mark proposed to buy tent from David URP for £50, Seconded Roger all agreed

Tony suggested that some loan equipment could be sold as was the case last year, along with other SK kit that NARC has.

Gary to action and promote a club loan system

Sound system PA for club nights Kevin and David has a short list to present at some point to club.

David asks that Radio active be planned and people asked for talk, food material.

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Prepared By Hon treasurer Mark Taylor G0LGJ

Year Ending 31st December 2010

INCOME		Expenditure	
Membership	£1,943.10		
Tuck Shop	£360.14	Tuck Shop	£146.49
Bank Transfer	£850.00	Bank Transfer	£850.00
Clothing	£544.50	Clothing	£374.00
SK Sale	£1,270.99	SK Sale	£1,270.99
		Xmas 09	£555.00
		RSGB Membership	£44.00
		Club Talks	£10.00
		Insurance	£247.69
		Postage	£24.53
		Dontations	£45.00
		Tent	£50.00
		Shack	£415.00
		AGM Expenses	£29.25
Barford Income	£10.00		
DX Squares	£20.00		
Interest	£0.61		

Total Income £4,999.34 Total Expenditure £4,061.95

Deposit Balance £418.47 Savings Balance £10,204.73

Petty Cash Balance £69.63

Total Balance £10,623.20

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Correspondance

None

Meeting Closed at 21.22

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