

## **NARC Committee Meeting, 1900hrs, 12th May 2014**

City of Norwich School,  
6<sup>th</sup> Form Media Studies Room,  
Eaton Rd,  
Norwich,  
NR4 6PP

### **Minutes**

#### **Attendees**

James M0UKS, Phil G4NZQ, Simon M0EBN, Roger G3LDI, Andy M0NKR, Tony G0MQG  
Chris G0TZZ, Kevin M0UJD, David G7URP, Chris, G0DWV

#### **1 Apologies for absence**

Mark G0LGJ, Steve G0KYA

#### **2 Previous Minutes Approved**

**Proposed**      **Andy M0NKR**    **Seconded Chris G0TZZ**

#### **3 Matters Arising**

All Notices produced, All constitution changes in place, Tony to speak to David G0PFN re call sign transfers of G6NRC- this is still ongoing,

#### **4 Allocation of Roles** (*Refer to NARC Roles and Job Descriptions Document*)

##### *Committee Roles*

Membership Secretary – Chris G0TZZ

Programme Secretary – Roger G3LDI, Chris G0DWV & G4NZQ

Press Relations Officer – Steve G0KYA

Outside Events Co-ordinator - James M0UKS

##### *Roles to be allocated to a Committee or general club member*

Bright Sparks Coordinator – David G7URP, Kevin M0UJD, John Goldsmith M6JAU and Peter Williams

Contest Sub Group Coordinator – Malcolm G3PDH, Roger G3LDI

Examination Secretary – David G7URP pending Peter Claydon

**(CRB checklist of people to be prepared, investigated etc – G7URP)**

Lead Instructors – M0EBN, Bob G7JTZ, David G7URP

Trophies Manager – Andy M0NKR

QSL Manager – Tony G0MQG, Andy M0NKR will continue in the role. Covering Paper and Electronic QSLing

Inventory and Club Station Manager – Mark G0LGJ and Malcolm G3PDH

Webmaster – Mark G0LGJ, plus each member of the committee can update content, Mark to arrange a training session for any or all of the committee. James M0UKS offered to assist with back end CMS, looking at making the signing in procedure to be made easier etc

Safety Officer – Chris G0TZZ

General Roles for all committee members – Help with signing in, seating, Tea coffee facilities, Supervision of youngsters, Meeting and greeting new members at club or SES events, Promotion and general duties as required.

All committee advised that there should not be a single adult in a room with an under age member (CRB), we all have a responsibility of care for the younger members and must ensure these situations do no accure..

### **5 How we should Deal with Club Outings – Roger G3 LDI**

After the disappointing attendance at Orwell Observatory, with very few signing up to go, even though many expressed a wish to go at the forum...It is suggested that we have a clip sheet pasted around at the time to get specific names. All trips to be Money up front, if not enough people book, the event will be cancelled.

NH2014 to be organised as last year, with a cut off of end July for booking to allow coach and other arrangements to be finalised. David G7URP

Mildenhall visit is a possibility with different aircraft to view, Lakenheath tour likely to be the same tour as previous, both visits were debated, David suggested the NRC and Bletchley Park including the Mansion, it was agreed to investigate further.

Fire service control centre, limited numbers – Chris G0TZZ to enquire & organise.

### **6 Separate Evening for the club Construction Competition – Roger G3 LDI**

All agreed to move to a separate evening, a week or two prior to the AGM, where the award will be presented to the winner.

### **7 Certificate for Best Newbie in Club Championships– Roger G3 LDI**

All agreed a good idea, Roger and Malcolm to investigate cost for a Trophy, it will be necessary to make a change in the constitution. Criteria for the award to club member, score, effort taken all to be considered and finalised.

### **8 Website Training – Mark G0LGJ**

All felt that there should be some element of training, whether in twos or threes, or complete committee.

### **9 2014 Visits – David G7URP**

Covered above item 5

### **10 NFD & Radio Active – G3PDH**

3 CW Stations registered, A at the airfield, B and QRP at DCP . A 6m station to be at DCP for interest as SSB mode and to compliment the others, giving something for all.

Radio Active event, David explained only one response for suggestions for what should be put on, building a Airband radio Kit. He asked for suggestions, in other years an Antenna workshop was

popular. The most asked question by members was "I want to make something", so David has asked Mark MBF to suggest some kits, two Walford kits have been bought as a result for accessment.

Chris G0TZZ gave an overview of the Windmill on the Air weekend, a great success overall, a little disappointment on the number of NARC members helping on the Saturday, most were committee. On the Sunday many club members came and made the event a success, it was noted that 258 contacts 11DXCC & 41 with other windmillswere contacted during the period of operation.

### **11 Equipment Purchases & Philosophy regarding new Kit – G3PDH**

New 7100 to be the main shack radio, leaving the ICOM 756ProIII as the SES and backup radio.

All discussed regarding the lack of use of the club shack. Reasons cited as Noise and lack of confidence for some operating in Public.

It was suggested and thought to be a good idea to maybe move some equipment into the CW practice room for a little more privacy and noise reduction to see if that encourages people to use gear. Review a cable set for quiet room operating.

Mark has quotes and the decision needs to be ratified and purchases made. This was discussed and purchases put on hold, while the quiet room idea is trialled, if a success a second IC7100 maybe purchased.

### **12 Future AGM Voting system – G7URP**

It was suggested an online voting system maybe possible, however James highlighted a lot of work for something that is only used once a year, something that checks membership and allows the person to vote. To be investigated , James MOUKS.

Chris G0TZZ suggested he checks membership and hands out one form per membership, only lead person for family membership.

This was thought to be the best use of time and resources available.

### **13 Accounts G0LGJ**

As attached

### **AOB**

Fox Hunt dates requested for 2015 calendar, which days etc James and Kevin to co-ordinate with Roger.

Chris G0GGF and Kim G4WUG are organising some "operating procedure" workshops, asked that this get publicised at club and in newsletters.

A practical demonstration of how it should be done, how it shouldn't be done in a light hearted manner. Some thought needs to be put into it but the idea was all agreed on.

Chris G0TZZ highlighted that the club tent had been broken and put into store for 6months, not getting repaired. It was debated and agreed to get some Defect tags or a log for equipment that is used and then stored, so that things get fixed prior to there next use.

Malcolm presented some info on towing of NARC trailer tower and trailers. Some comments were made regarding DVLA licensing and less groups on newer licenses. All these points need to be addressed. The most important being that there is insurance on the trailer by the person towing it as NARC are not covered at this point.

### **Next Meeting dates**

14/07/14

08/09/14

10/11/14

12/01/15

Meeting closed

21.27