



Hamgram

Newsletter of the Winona Amateur Radio Club, Inc.

www.w0ne.org

May 2010

May Bi-Annual Meeting Announcement

The May Winona Amateur Radio Club program features an overview of Field Day 2010--purposes of Field Day, review of the rules and scoring areas, logging methods, good operating practices including mock QSOs & practice log entries, prior year experiences and other items. Field Day is considered the premier ARRL activity of the year by most local clubs, so come join in and have some fun.

A brief semi-annual business meeting before the program is also planned--Secretary & Treasurer's reports, and status of standing committee formation are the main items.

March 18, 2010 Meeting Minutes

The meeting began at 1902 with a call to order and introductions around.

Initial business:

KØNY asked for a quorum count. The secretary reported that there were 28 members and that 10 members were necessary to conduct business and 19 members would be necessary to vote in favor of constitutional changes that were on the agenda. A quorum of 18 members was present. In addition, four members were represented by proxy for the purpose of voting on the constitutional changes.

KØZYV moved and KBØTHN seconded: Approve the February 2010 meeting minutes. The motion passed.

KØZYV moved and KC9IWE seconded: Approve the Treasurer's report. The motion passed.

Adopting Constitutional Changes:

KØZYV moved and KC9IWE seconded: Approve the wording of the proposed Constitution and By-Laws. Motion Passed.

KØNY moved and KFØQ seconded: Change the adoption date of the proposed Constitution from February 18, 2010 to March 18, 2010. Motion passed.

KØBAD moved and KØNY seconded: Add the following amendment to the proposed By-Laws Section 3:

DELETE:

“Operating Activities Committee: The Operating Activities Committee seeks input from the club membership and from other community groups and individuals regarding operating activities that can be sponsored by the club. The Station Custodian shall be a member of this committee. The committee shall plan and carry out activities that have been approved by the board

Operating Activities may include, but are not limited to the following:

- ? Annual ARRL Field Day club participation
- ? Official club station entries into other radiosport activities
- ? SKYWARN activation callouts
- ? Emergency communications services
- ? Public service communications services
- ? Special event stations

The Operating Activities Committee will make recommendations to the board regarding activities to be sponsored by the club.”

INSERT:

“Operating Activities Committee: The Operating Activities Committee seeks input from the club membership regarding operating activities that can be sponsored by the club. The ARRL Field Day Chair shall be a member of this committee. The committee shall plan and carry out activities that have been approved by the board.

Operating Activities may include, but are not limited to the following:

- ? Annual ARRL Field Day club participation
- ? Official club station entries into other radiosport activities
- ? Special event stations

The Operating Activities Committee will make recommendations to the board regarding operating activities to be sponsored by the club.

Public Service Communications Committee:

The Public Service Communications Committee will be the liaison between Public Service agencies and the club. This committee seeks input from other community groups and individuals and makes recommendations to the board regarding activities pertaining to public service provided by the club. The Station Custodian shall be a member of this committee.

- ? SKYWARN activation callouts
- ? Emergency communications services
- ? Public service communications services”

KFØQ moved and KØZYV seconded: To amend by appending the sentence, “The Station Custodian shall be a member of this committee.” to the end of the first paragraph of the description of the Operating Activities Committee.

The motion as amended passed.

KØBAD moved and KBØTHN seconded: Change the adoption date of the proposed By-Laws from February 18, 2010 to March 18, 2010. Motion passed.

KØBAD moved and KØNY seconded: To adopt the implementing resolution as follows:

**Winona Amateur Radio Club
Implementing Resolution – Constitution and By-Laws adopted March 18, 2010**

Be it resolved that the WARC Constitution and By-Laws revisions dated March 18, 2010 be adopted as the official documents of the club and that they be implemented upon their adoption with the exception of implementation relating to makeup of the Executive board and club officers, which will be implemented on November 18, 2010.

In the interim between adoption of the revisions and November 18, 2010, the officers and board member-at-large elected on February 18, 2010 for the 2010 year shall continue to fulfill those roles but in the new structure and responsibilities as specified in the revised Constitution and By-Laws. In addition, the Station Custodian shall become a member of the executive board upon adoption of the revised Constitution and By-Laws with full voting rights of a board member.

It is recognized that during the interim period until November 18, 2010, the executive board will consist of six members instead of the seven members as spelled out in the revised constitution.

Resolution adopted this 18th day of March, 2010.

Secretary, Winona Amateur Radio Club

This motion passed by a vote of 22 for and 0 against. This count included 4 proxy votes.

The meeting was adjourned at 1930 and Dan Wassien, presented a program and discussion of Mathlab modeling software.

Respectfully submitted,

Leslie D. Hittner

Leslie Hittner, KØBAD
Secretary

Attendance:

| | | | | | |
|----|-------------------------|---|----|-------------------------|---|
| 1 | Leslie Hittner, KØBAD | Y | 15 | John Roche, KBØELR | Y |
| 2 | Erik Brom, WBØNIU | Y | 16 | Syed Farufiel | Y |
| 3 | Len Litvan, KCØRSX | Y | 17 | Tom Wilmot, WØMK | Y |
| 4 | Jim Grupa, N9MFI | Y | 18 | Mike Davis, N8MD | Y |
| 5 | Rorie Haines, KC9PXG | Y | 19 | Jon, AAØUZ | |
| 6 | Clare Jarvis, KØNY | Y | 20 | Dave Burmen, KC9RSM | |
| 7 | Kenneth Spittler, NØJP | Y | 21 | Doug Decker | |
| 8 | Paul Schumacher, KØZYV | Y | 22 | David Waibel, KDØGTO | |
| 9 | Terry Peterson, WØEUU | Y | 23 | Jordon Benson, KDØKTD | |
| 10 | Steve White, KDØBOD | Y | 24 | Shari Jarvis, WA9IGK | P |
| 11 | Delores Spittler, NØNUO | Y | 25 | Jodi Brom, NØOWT | P |
| 12 | Matt Burt, KFØQ | Y | 26 | Nancy Goltz, KAØPJM | P |
| 13 | Bob Seaquist, KC9IWE | Y | 27 | Carol Jefferson, KCØGHW | P |
| 14 | Dick Lindner, WØRIF | Y | 28 | | |

Executive Board Meeting – April 3, 2010

The meeting was called to order at 0918 at Timbers Restaurant

Tentative committee members were identified as follows:

Program: Lance, KBØYJU, Clare, KØNY, and Tom, WØMK
 Public Service: Walt, KEØXI, Dave, KDØGTO, Dave, KC9RSM, Dick, NØVV
 Operations: Matt, KFØQ, Len, KCØRSX, Steve, KDØBOD, Jim, NØWE, Dick, NØVV
 Voice repeater: Erik, WBØNIU, Syed, KDØ, Ken, NØJP, Dan Wassein
 Digital Systems: Clare, KØNY, Jim, KBØTHN, Les, KØBAD
 Education/Outreach: Les, KØBAD, Paul, KØZYV, Mike, N8MD, Russ, NØQK, Len, KCØRSX
 Program Plans: April: RDF (KØBAD and KØNY)
 May: Operations – Field Day

Unanswered Question: Did NØVV complete the update to the Minnesota Repeater Council?

Planning Calendar: KCØRSX will re-write it in accordance with the yearly schedule established by the new Constitution and By-Laws.

The meeting was adjourned at 1030.

Executive Board Meeting – May 03, 2010

The meeting was called to order at 1900 at Bluffview Montessori School.

Committees: Committee makeup was finalized and each board member agreed to take a committee list and confirm membership.

Project timelines were set:

1. 835 Repeater: Operational by end of July
2. Remote receive Project: Operational by the end of August
3. Trinona Triathlon: Public Service Committee will take this project.
4. Field day 2010: Operating Activities Committee (May meeting)
5. GRSF Special Event; Operating Activities
July 10-11: Len - N2B, Les - QST Posting, Jim Brown - Certificate

Clare moved, Lance seconded: An amount not to exceed \$150 be allocated for Field Day. Motion passed.

Les moved and lance seconded: No more membership cards will be printed once the current stock has been exhausted. Motion passed.

The meeting was adjourned at 2000.

Treat List 2010

| Month | Name | Call |
|------------------|--------------------|---------------|
| January | | |
| February | Len | KCØRSX |
| March | Ken | NØJP |
| April | | |
| May | | |
| June | Dick | NØVV |
| July | Club Picnic | |
| August | | |
| September | Matt | KFØQ |
| October | | |
| November | Tom | WØMK |
| December | Clare | KØNY |

Please consider providing treats on one of the open months.

**Constitution
of the
Winona Amateur Radio Club, Inc.
March 18, 2010**

PREAMBLE

We the undersigned, desiring to secure for ourselves the pleasures and benefits of the association of persons commonly interested in Amateur Radio do hereby constitute ourselves the Winona Amateur Radio Club, Incorporated and do enact this constitution and bylaws as our governing law.

PURPOSE

The purpose of this club, hereafter referred to as the WARC, is:

1. to promote the Amateur Radio Service in the community as a source of trained communications volunteers and communications equipment that can be utilized during civil and natural emergencies
2. to construct and maintain communications facilities for the use of the entire amateur radio community during routine and emergency situations
3. to promote the Amateur Radio Service as an educational and service-oriented hobby, and;
4. to serve as a focal point of activities for amateur radio operators in the surrounding community, so that they might further their communications skills and their knowledge of electronics and the "radio art."

In accordance with the Fifth Article of Incorporation, substantially all of the activities of this club are for the above stated purposes and no part of the net earnings of this corporation shall inure to the benefit of any private shareholder, member, or other individual, except that the corporation shall be authorized to make payments and compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the Third Article of Incorporation. No substantial part of the activities of the corporation shall be the carrying out of propaganda or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

ARTICLE I

Membership

SECTION 1 All persons interested in amateur radio shall be eligible for membership upon payment of annual dues. All members have voting rights on an individual basis. Persons interested in only providing financial support to the club may make appropriate donations without gaining voting rights and obligations.

ARTICLE II

Executive Board

SECTION 1 The Executive Board shall consist of seven members - six elected by the membership and the seventh being the Station Custodian, who is an ex officio voting member of the board. Executive Board members shall be elected by secret ballot at the November Semi-Annual Meeting. If there is no quorum, the Executive Board may appoint members to fill expired board positions. The Station Custodian shall be appointed or renewed by the Executive Board annually in January. Elected Executive Board members serve two year terms beginning January 1. The Station Custodian may continue in that position until he or she resigns or is removed by the Executive Board. Upon implementation of this section, three board members will be elected for a one-year term and three board members will be elected for two year terms. Thereafter all terms will be two year terms.

Upon the adoption of this constitution, an interim board shall be established which has all of the powers, duties, and responsibilities of the Executive Board until an Executive Board can be elected in accordance with this Section.

SECTION 2 The Executive Board shall select officers from amongst Executive Board members in January (see Article III). The Station Custodian may not hold any other officer position on the board. The terms of officers shall be one year.

SECTION 3 The business of the club shall be managed by its Executive Board. Each board member shall discharge board duties in good faith and with the diligence and care which an ordinarily prudent person in a like position would exercise under similar circumstances. The board shall have the power and authority to implement the purposes and goals of the club. These duties shall include, but are not limited to:

1. Performing all functions defined by other provisions of this Constitution or the By-Laws or by the membership of this club;
2. Performing all functions required by law and not herein specifically assigned to the members or officers;
3. Fulfilling other duties as appropriate: establish projects and budgets; evaluate the need for fund raising; authorize expenditures; plan--with the Vice President--club programs and locations; and discuss and prepare for presentation to the membership information relating to significant projects and undertakings of the club.

SECTION 4 The Executive Board shall meet a minimum of once per year in January and at the call of any Executive Board member. The dates, times, and locations of Executive Board meetings shall be publicized to all club members at least three days in advance of the meetings. The frequency of board meetings shall be consistent with the operational management nature of the Executive Board. The quorum for board meetings shall be a majority of board members (four for a full board).

SECTION 5 The officers of the Executive Board shall be: President, Vice President, Secretary, Treasurer, and Station Custodian.

SECTION 6 A board vacancy occurring prior to the November Semi-Annual Meeting must be filled by appointment by the Executive Board within three weeks after the vacancy is announced. The term of an appointed board member is that of the vacant position. Unless the term expires, an appointed board member must be confirmed by a vote of the membership at the next November Semi-Annual Meeting.

SECTION 7 Members of the Executive Board may be removed by a three fourths vote of the membership.

SECTION 8 The President shall preside at all meetings of the Executive Board and meetings of the club membership; conduct meetings according to the rules adopted; enforce due observance of this Constitution

and By-laws; decide all questions of order; sign all official documents that are adopted by the club and none other; appoint committees as appropriate to club activities; and perform all other customary duties pertaining to the office of president.

SECTION 9 The Vice President shall assume all the duties of the President in the absence of the latter; be the chair of the club program committee; and arrange for meeting places for monthly club activities and scheduled meetings of the membership.

SECTION 10 The Secretary shall keep a record of the proceedings of all board meetings and Semi-Annual or special meetings of the membership; in cooperation with the Treasurer, keep a roll of members; carry on club correspondence; read communications at meetings; publish written notices in advance of board meetings and meetings of the membership; maintain all official records of the club; ensure continuing registration of the club with appropriate governmental entities including not-for-profit status, charitable organization status, tax exempt status; maintain the club's ARRL affiliation; and other duties. Upon succession, the outgoing Secretary shall turn over all club records to the incoming Secretary.

SECTION 11 The Treasurer shall receive and receipt for all moneys paid to the club; keep an accurate account of all moneys received and expensed; maintain a bank checking account in the club's name; and maintain a listing of significant equipment owned by the club. The Treasurer shall pay no bills without proper authorization by the Executive Board. In November and May, the Treasurer shall submit a written itemized statement of disbursements and receipts to the Executive Board. Upon succession, the outgoing Treasurer shall turn over all club records and moneys to the incoming Treasurer.

ARTICLE III

Meetings

SECTION 1 At meetings of the membership, twenty per cent of the number of members on the last day of the previous February shall constitute a quorum for the transaction of business. Only members who are physically present at meetings shall have the right to vote.

ARTICLE IV

Dues

SECTION 1 The Executive Board may recommend to the membership at any Semi-Annual Meeting or special meeting of the membership such dues or assessments as shall be deemed necessary for the business of the organization within its objectives as set forth in the Preamble and Purpose of this constitution. Renewing membership dues are payable in December.

ARTICLE V

TVI-RFI and Membership Assistance

SECTION 1 Upon request, the club will provide technical advice to members concerning their equipment design and operation or to assist in assuring clean signals, uniform practice, and absence of spurious radiation from club members' stations.

ARTICLE VI

Amendments

SECTION 1 This Constitution may be amended by a two-thirds majority at a Semi-Annual or special meeting of the membership. Proposals for amendments shall be submitted in writing at least one month prior to the meeting at which the vote is to be taken.

SECTION 2 The By Laws to this Constitution may be amended by a simple majority at any Semi-Annual or special meeting of the membership.

ARTICLE VII

Duration and Dissolution

The duration of the Winona Amateur Radio Club, Inc. is perpetual. If and when the Winona Amateur Radio Club, Inc. wishes to dissolve, the assets of the club shall be distributed to a local non-profit organization that falls under the 501(c)(3) code of the IRS.

ARTICLE VIII

Endorsements and Non-Discrimination

The Winona Amateur Radio Club, Inc. will not endorse any amateur radio product or brand. The Winona Amateur Radio Club, Inc. will not discriminate by age, race, national origin, sex, religion, or disability.

ARTICLE IX

Rules

SECTION 1 All proceedings of the club shall be governed by the By-Laws of the Winona Amateur Radio Club, Inc. Procedures and issues not defined in the By-Laws will be resolved by *Robert's Rules of Order Newly Revised*, 10th ed. (Cambridge, Mass.: Perseus Publishing, 2000).

**By-Laws
of the
Winona Amateur Radio Club, Inc.**

March 18, 2010

SECTION 1

Meetings

Meetings of the club shall consist of regular monthly programs and activities, Semi-Annual business meetings, and special meetings. Semi-Annual meetings, which may also include a program, shall be held in May and November of each year. Regular monthly programs shall be held at a regular day and time determined annually by the Executive Board. Special meetings of the membership may be called by the President upon receipt of a written request signed by five members of the club, and for this purpose, the President may also sign such a request. Notices of special meetings of the membership shall be sent by USPS mail and shall be postmarked at least 5 days prior to the scheduled meeting..

SECTION 2

Dues

The WARC is a non-profit corporation in the State of Minnesota and derives its operating funds entirely from member dues, donations or grants, and special fund raising activities.

Annual club dues are \$25.00 and are payable in December of each year for the following calendar year. Dues for first-time members who join the club on or after March are \$ 2.00 per month through and including the following December. Dues are for individual memberships except that two or more related members living at the same address need make only a single dues payment of \$30.00 per year. In this case, the name of each family member must be specified at the time of payment.

Annual dues for Elementary through High School students whose parents are not club members shall be \$5.00 until they finish High School or turn 18 years of age.

SECTION 3

Standing Committees

Standing committees of the Executive Board assist the board in carrying out its duties as defined in the Constitution. Board members are expected to participate in one or more standing committees. Standing committee memberships shall be established by the board in January.

Standing committees are expected to meet monthly in person or via email listserves and to submit written monthly reports to the board Secretary.

All board standing committees will have a minimum of three members. All standing board committees will provide a proposed annual budget to the incoming Executive Board in January.

The board standing committees are as follows:

Program Committee: The Program Committee is chaired by the Vice President and shall consist of persons from appropriate interest areas.

Voice Repeater Committee: The voice repeater committee is responsible for maintaining all FM analog voice repeater equipment owned by the club. The Voice Repeater Committee will make recommendations to the board regarding maintenance and update or replacement issues.

Digital Systems Committee: The Digital Systems Committee is responsible for maintaining all digital equipment, including digital voice and data, owned by the club. The Digital Systems Committee will make recommendations to the board regarding maintenance and update or replacement issues.

Operating Activities Committee: The Operating Activities Committee seeks input from the club membership regarding operating activities that can be sponsored by the club. The ARRL Field Day Chair shall be a member of this committee. The committee shall plan and carry out activities that have been approved by the board. The Station Custodian shall be a member of this committee.

Operating Activities may include, but are not limited to the following:

- ? Annual ARRL Field Day club participation
- ? Official club station entries into other radiosport activities
- ? Special event stations

The Operating Activities Committee will make recommendations to the board regarding operating activities to be sponsored by the club.

Public Service Communications Committee:

The Public Service Communications Committee will be the liaison between Public Service agencies and the club. This committee seeks input from other community groups and individuals and makes recommendations to the board regarding activities pertaining to public service provided by the club. The Station Custodian shall be a member of this committee.

- ? SKYWARN activation callouts
- ? Emergency communications services
- ? Public service communications services

Education and Outreach Committee: The Education and Outreach Committee is responsible for; planning and conducting amateur radio license classes at least annually; conducting VEC sessions at least annually; and establishing relationships with local education agencies in order to provide resources for the study of science and social studies.

This committee shall work with other board committees to ensure that appropriate news and information releases regarding club activities are provided to local media outlets.

2010 Club Project List

Blue indicates project has been completed and goal fulfilled.

* The General Class course was cancelled because of lack of enrollment. The single enrollee does not yet have any class of license. He will study on his own and then sign up for the Technician Class.

| Project | Description | Target Date | Leader(s) |
|---|--|----------------------------|------------------------|
| Technician Class Course | Public course to prepare persons for Technician Class license testing. | Jan-Mar 2010 | Len KCØRSX & Les KØBAD |
| VE License Testing | Public license testing | Mar 08, 2010 | Dick NØVV |
| Repair Club Beam Antenna. | Repair antenna for Field Day 2010. | Jun 25, 2010 | Dick WØRIF |
| Remote Receiver – KHME Site | Install remote receiver at KHME site for 146.64 repeater. | Jun 25, 2010 | Len KCØRSX |
| Trinona Communications Support (Added) | Provide backup route communications support to triathlon in Winona – primary communications in selected areas. | June 13, 2010 | Les KØBAD |
| Field Day 2010 | Club participation in ARRL Field Day 2010. | Jun 26 & 27, 2010 | |
| GRSF Special Event Station | Support Winona's Great River Shakespeare Festival – Off site. | ? | |
| Weekend on Wheels Communications Support | Provide "SAG" support and other communications support for WOW. | ? | |
| Equipment Upgrade/Replacement - KAGE Site | Plan to replace and upgrade equipment at KAGE site (2 meter and 70 cm). Consider adding digital capability. | Oct 30, 2010 | |
| General Class Course | Public course. | Oct-Nov 2010 | |
| VE License Testing (Cancelled) | Public license testing. | Mid-Nov 2010 | |
| Kiwanis Christmas Tree Pickup | Provide APRS and voice communications support | Early Saturday in Jan 2011 | Les KØBAD |

**The Winona Amateur Radio Club, Inc.
PO Box 1264
Winona, MN 55987-7264**

President: Len Litvan
KC0RSX@arrl.net

Vice President: Clare Jarvis
jarvis@jarviscomputer.com

Secretary: Leslie Hittner
k0bad@arrl.net

Treasurer: Clare Jarvis

At Large: Ken Spittler

Dues: \$25.00 per calendar year per license holder.
\$30.00 per calendar year for all licensed members of the same family within
the same household.

Dues should be sent to: Clare Jarvis, Acting Treasurer

***Hamgram* is published monthly by The Winona Amateur Radio Club, Inc.**

Distribution is electronically by email and via the club's WEBSITE (WONE.org).

Distribution to individual members by USPS is available upon request.

Editor: Leslie Hittner (KØBAD)

Please address comments and *Hamgram* correspondence to: Leslie Hittner
1340 Conrad Drive - Winona, MN 55987 or email to: K0BAD@arrl.net

Board meetings are announced in advance (WEPNet).

Monthly club meetings are held on the third Thursday. The submission deadline for
the *Hamgram* is Wednesday of the week *prior* to that of the club meeting.



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C/O The Winona Amateur Radio Club, Inc.

PO Box 1264

Winona, MN 55987-7264