



1682 N. Solano Ave., Ontario, CA 91764

**Meeting Minutes**  
**January 16, 2019 6:30 PM**  
**12160 Philadelphia Ave, Mira Loma, CA**

I. Current Board Members:

1. Craig N. Holmes – President
2. James L. Dowdle – Vice President
3. Michael E. McDonald. – Secretary
4. Marcus Piquet – Treasurer
5. Jim Gallacher – Computer Web Specialist
6. Stephen Lang – Membership Chair
7. Jared R. Case – Repeater Chair
8. Tom Thomas – Member at Large (Term Ending 12/19)
9. Wayne Jolley – Member at Large (Term Ending 12/20)
10. Dale Hanks – Member at Large (Term Ending 12/21)
11. Board Members Present: Craig Holmes, James Dowdle, Michael McDonald, Marcus Piquet, Stephen Lang, Jared Case, Tom Thomas, Dale Hanks
12. Board Members Absent: Jim Gallacher, Wayne Jolley
13. Membership Present: None

II. Welcome & Call to Order – Craig N. Holmes

- A. Time: 6:32 PM

III. Invocation

- A. By: Michael McDonald

IV. Approval of Minutes

- A. Review minutes from October 17, 2018 Meeting.
1. **Action item (1):** It is moved that the membership approve the minutes from the October 17, 2018 Meeting.
  2. Motion: James Dowdle    Second: Dale Hanks    Voting: 7/7

- V. Treasurer's Report – Marcus Piquet
  - A. Review current Financial Statements.
    - 1. **Action item (2):** It is moved that we approve the Treasurer's Report showing a balance of approximately \$9,000.00
    - 2. Motion: Michael McDonald Second: Dale Hanks Voting: 7/7
- VI. President's Report – Craig N. Holmes
  - A. Repeaters
    - 1. Santa Ynez /SB Repeater updates, parts, plans, Priority list:
      - a) Repeater + linking via Allstar equipment. Not discussed.
      - b) Antennas, probably order that and isolator from Jim's contact and repeater, cans, etc from 2-Ways? Still waiting for bids.
        - (1) **Action Item (3)** It is moved that we purchase an 8 bay antenna and hardline and connectors for an amount not to exceed \$4,000.00
        - (2) Motion Stephen Lang Second Michael McDonald Voting 8/8
      - c) Antenna mast and mounting trip. No discussion.
      - d) Codes and keys info. No discussion.
    - 2. S.D. Mt Palomar,
      - a) needs a good days work testing and fixing. Unable to connect with repeater – not sure why – no date set to investigate
      - b) Someone down the hill to test with from the site while we isolate the problem. Maybe pre-amp! *Will take new pre-amp and hardline for on the spot repairs*
      - c) Make payment!! No payment made yet. – Don't know where/how to pay
    - 3. Contractors, Jared to contact Abel and see if we can add Digipeater to the site?
      - a) Equipment for: Antenna, radio digipeater, coax. No discussion
      - b) Need to cut a hole in radio box at the Sylmar SH to help links stay cool !! Before Spring! No discussion
    - 4. Ord. Jared's idea . . . Several check-ins from Victorville – not sure whether through Jobs or Ord -Victorville Stake Net approximately 8:30 PM Sunday
      - a) Stephen Lang to draft letter to Mike Collis with the following points in mind: Repeater to output at least 10 watts, \$15/month okay if we get 10 watts and the Forest Service \$175 fee is a one-time charge, would like to link via AllStar and would like to use 70 cm.
    - 5. Snow Peak - No discussion
    - 6. Jobs Peak – No discussion
    - 7. Eagle Tower – no discussion

- 8. Pleasants Peak - Might be a good idea to add the amp. interference from adjacent 440 N6LXX – no discussion
- B. Digipeaters and Gateway Stations
  - 1. KE6VZZ-10 Ken Fawson - Fountain Valley – on air soon
- VII. Vice President Report - James L. Dowdle
  - A. Review vendor quotes for Santa Ynez repeater equipment, and digipeater equipment for ORD, Santa Ynez and Contractors sites. I took the bill of material items that Jared provided via email and sent out additional quotes to vendors. - Reviewed – see action Item 3 above.
  - B. We should label each piece of equipment at every current SCIRA site, as well as all future sites. We need to have a complete list for each repeater site, current and future. I have prepared a small batch of FREE sample labels that I will have at the meeting. I can supply these labels, all we need... free. Labels can be purchased for a cost of between \$ 2.50 - \$ 3.50 per label. I have quoted a well know company. We need to have a written equipment list with a full description of each piece of equipment. The equipment should have " Property of SCIRA, INC, . WWW.SCIRAINC.ORG, and a serial number" label on each piece of equipment. If our property is stolen or destroyed we need to have that information by site. We need to know what piece of equipment is at which site. When equipment is taken out of service that needs to be noted, and a replacement label placed on the replacement piece(s) of equipment. The written list for that site should be updated. Companies that have equipment, specially electronic test or measuring equipment have a list of these items. It's just a good business practice.
- VIII. Secretary Report - Michael E. McDonald
  - A. No report submitted.
- IX. Computer Web Specialist Report – Jim Gallacher
  - A. No report submitted.
- X. Membership Chair- Stephen Lang
  - A. Report for Hawaii
- XI. Repeater Chair Report - Jared Case
  - A. No report submitted.
- XII. Member at Large Director - Tom Thomas
  - A. No report submitted
- XIII. Member at Large – Wayne Jolley
  - A. No report submitted.
- XIV. Member at Large - Dale Hanks
  - A. No report submitted.
- XV. Strategic Plan – Craig Holmes
  - A. Update and prioritize list of projects based upon meeting discussions.

Action item ( 3 ) It is moved that we approve the updated Strategic Plan and the following expenditures:

Description:	Amount not to exceed:
• See above	\$ _____
• _____	\$ _____

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Voting: \_\_\_\_\_

**XVI. Adjournment**

Action item (4) it is moved that we adjourn at 8:45 PM

Motion: Michael McDonald Second: Marcus Piquet Voting: 8/8

**XVII. Benediction:**

(a) By: Craig Holmes

**Calendar**

March 20 SCIRA Board and General Membership Meeting  
May 15 SCIRA Board Meeting  
July 17 SCIRA Board and General Membership Meeting  
September 18 SCIRA Board Meeting  
October 16 SCIRA Board Pre-elections Review  
November 20 SCIRA Annual Meeting/elections.

**ERC Events for 2018:**

August 3 ERC conference  
October 19 ShakeOut

SCIRA

Prioritized Strategic Plan

Priority	Current Projects	Site/location	Est. Cost	Budget Year
1	Antenna, Hardline & connectors	Santa Inez	\$4000.00	2019
2	Antenna & Circulator	Palomar	\$2300.00	2019
3	Repeater	Pleasants Peak	\$1800.00	2019
4	Edison per year	Jobs Peak	\$720.00	2019
5	Edison per year	Eagle Tower	\$300.00	2019
6	Batteries	Snow Peak	\$200.00	2019
7	NARCC, SCRIBBA, TASMA	Reg. as SCIRA inc.	\$45.00	2019
8	Insurance	General	\$895.00	2019

Total \$10,260.00

Future Projects

9	Links for Eagle Tower & Contractors		\$750	
10	Batteries & charger	Los Angeles	\$200.00	
11	2 meter Repeater System	Bakersfield	\$3,500.00	
12	440 Repeater System+NHRC	Bakersfield	\$5,450.00	
13	Repeater	Portable 440	\$2,000.00	
14	Radio Emergency Equip.	Misc	\$300.00	

Total \$12,200.00

Grand Total \$22,460.00