



Meeting Date: 9-20-2026
4:00pm – 6:30pm
Zoom Meeting Call

Palmetto Amateur Radio Club

Board Member Meeting Minutes

1) Call to Order by Vice President

The Palmetto Radio Club board meeting focused on discussing the structure of their meetings and outstanding action items. The main debate centered on whether to maintain separate board and member meetings or combine them into a single meeting format, with Nemury expressing concerns about redundancy while the board defended the current two-meeting approach due to time constraints and efficiency issues. The board reviewed incomplete action items from their shared spreadsheet, including updates to the Stripe account, obtaining a PO Box for official correspondence, and verifying contact information with the repeater site owner. Mike reported that the recently repaired repeater would be tested at his home for a week before installation at the repeater site, with plans to reinstall it on the VHF frequency due to better performance. The board approved Jim's request to proceed with filing for 501c3 nonprofit status, which will provide tax benefits and grant opportunities, with a \$275 fee to be submitted. Jim also provided an update on the upcoming transition to Ham Club Online platform, which will integrate with Square for payment processing and provide additional features like voting tools and a blog. Board meeting was approx. 1 hour and 30 minutes long.

Summary

Club Engagement and Technical Updates

The group discussed various topics including club engagement, technical equipment, and personal updates. Jim expressed frustration about lack of participation from club members, while Mike mentioned feeling burned out. Tony shared information about his new ham clock with ADS-B capabilities, and the group discussed weather conditions and NASCAR racing. The conversation also touched on mesh networking technology, with concerns raised about unlicensed users overpowering radios and causing interference.

Board Meeting Structure Reorganization

The board discussed the structure of their meetings, with Nemury expressing concern about redundancy between board and member meetings. After debate, they agreed to continue with two meetings but modify the format to start with a 20-minute board business session followed by an open member meeting. The board reviewed outstanding action items, noting that several items on the shared spreadsheet had not been completed or updated for an extended period. They identified specific next steps including reaching out to validate their existence at the repeater site, reinstalling the VHF repeater, and updating mailing addresses for correspondence.



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Repeater Installation and 501c3 Status

The board discussed the installation of a new repeater, deciding to test it on VHF frequency at Mike's house for a week before installing it at the repeater site within two weeks. They agreed to create a survey led by Jim to determine which digital radio modes members have, particularly to assess C4FM radio ownership. The board also addressed the process of obtaining 501c3 nonprofit status, with Jim reporting that the simplified Form 1023EZ had been completed and requesting approval to submit it with the \$275 fee, which would open opportunities for grants and tax benefits. The board voted to proceed with the 501c3 application, noting they had sufficient quorum to make the decision.

Club Updates and Integration Progress

The team discussed several updates and next steps for the club. Jim reported progress on the Hank Club integration with Square, which will replace Stripe for credit card processing and potentially eliminate the need for Money Minder. Jim is also pursuing information from Lightning Protection Services regarding grounding and bonding issues at the BHF site. The group confirmed that insurance renewal is needed by October 28th, with coverage extending to antenna, duplexer, and repeater equipment, though the BridgeCom repeater repair will be delayed due to funding constraints. David needs to update invitation templates for PARC events.

Communication Issues and Solutions

The team discussed communication issues that led to members showing up at a canceled event at Markham Park. Nemury admitted it was his fault for not checking email before going to the park, while Jim acknowledged he should have texted Grummie directly. The group explored various communication options including WhatsApp, text messages, and Groups.io, with Nemury suggesting a WhatsApp group as an effective way to reach all members instantly. Jim noted the challenge of managing multiple communication channels and maintaining member contact lists, while emphasizing the importance of timely notifications for future events.

Park Location and Repeater Discussion

The board discussed several key topics including the decision to use Markham Park as the new park location and the importance of restoring their repeater system which has been down for about a month. They agreed to follow up with David about re-engaging with Scouting America after previous discussions about a Boy Scout project. The group also explored options for holding an in-person meeting, with discussion centered around finding a centrally located venue in Broward County that would be accessible to all members, including those from further locations like Boynton Beach and Homestead.

Meeting Venue Selection Discussion

The group discussed options for finding a suitable venue for their meetings, considering factors like capacity, accessibility, and costs. They explored potential locations such as Twin Peaks, libraries, community centers, and hospitals, with Mike volunteering to research the Pines Library as a possible option. The discussion also touched on the challenges of in-person versus virtual meetings, with Ricky noting that their group has seen increased attendance since switching to in-person only. Jim concluded by sharing that there are currently 52 members in their system, with 26 having expired memberships.



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Membership Renewals and Roster Management

The team discussed membership renewals and list management, with Ricky reporting that 2-3 members had already renewed. They agreed to establish a 90-day grace period for expired memberships to maintain a clean and accurate roster. Jim presented a treasury report showing \$728.50 in current balance with \$85 in membership fees collected since August 1st. The group also confirmed the PARC event will be held on October 17th, and Jim committed to setting up the event details on the website.

Board Meeting Process and Procedures

The board meeting discussed the purpose and process of board meetings, including how minutes are recorded and shared. Jim explained that while no formal roll call is conducted, Zoom automatically records attendance, and Ricky was tasked with preparing condensed meeting minutes from the transcript for the website. The group clarified that new business items can be introduced during member meetings, though extensive discussions may be deferred to avoid lengthy meetings. Tyler asked about the requirement for a registered agent for the club's transition to 51C, though the question was not fully answered in the transcript.

501c3 Non-Profit Incorporation Requirements

The group discussed legal requirements for their club's incorporation as a 501c3 non-profit organization. Jim explained that all board members must be listed as contacts in the documents, with him serving as the primary treasurer contact for IRS communications. The discussion clarified that while a registered agent is required for the corporation, it can be any board member rather than a specific registered agent service, and typically involves providing contact information during annual renewals. Nemury agreed to research the specific requirements for non-profit organizations and follow up with Jim the next day. The conversation concluded with Nemury outlining the club's current focus on establishing basic functionality, including growing membership and implementing training activities beyond park visits, before developing specific 1–5-year plans.

In-Person Meeting Planning Discussion

The board discussed a complaint from member Gary about meeting in person and not getting satisfactory answers about venue details. Jim explained his responses in the Groups.io thread and clarified that the club needs to determine what type of meetings they want before deciding on locations. The board agreed to continue focusing on building membership while maintaining current social activities, with plans to explore in-person meeting options at local libraries like the Broward Regional Library. Mike and Jim will work together to research library meeting room availability and requirements.

2) Adjournment by Vice President

Nemury, adjourned the meeting at 6:30 pm EST.