

San Benito County Amateur Radio Association
3226 Southside Road, Hollister, CA 95023 and online Zoom
Tuesday, January 7, 2025, 7pm
Meeting Minutes

Meeting call to order by Sara KJ6SAS at 1905.

Present: Tim Takeuchi (W6TST), Heatherly Takeuchi (N6HKT), Billy Boltz (W6WKB), Dave Hitch (KO6AVA), Sara Steiner (KJ6SAS), Mario Gomez (N7YMZ), Bryan Temperino (KO6GTA), Benson Wong (K6BEN)

Business

1. Secretary's Report

December's meeting minutes approved. Bill firsts. Tim seconds.

2. 2025 Budget

Brought up for approval. Heatherly firsts. Benson seconds.

3. Community Foundation for SBC Investment Account

Decided to move ahead and invest with the CFSBC so that we can receive better consideration for community grants. The Board requests Ron to talk to an adviser there and invest an initial amount of \$7500.

Benson firsts. Tim seconds.

4. Solar panel on DOC Roof

Grant application opens on May 8th and closes Jun 5th. Sara volunteers to write grant request to fund this project. Other questions came up about how to determine the total amount to request in the grant.

For example, is the roof structurally sound? If not, we will need to request additional funds in the grant to ensure the roof is structurally sound. How about the nearby trees, with potential for damage as a result of the wind blowing down the branches onto the solar panels, damaging them?

5. Quartermaster's Report

Billy wants to learn how to load the asset tagger software called Asset Tiger onto a tablet and scan assets. Mel needs to give Billy an account and transfer the administrative role to Billy. Billy added that he wants to schedule field trips to repeaters so that he knows their locations and can help with repairs/maintenance.

6. DOC Upgrades/Maintenance/Repairs

Bryan's wife to bring ceiling tiles and replace the ones in the DOC.
Still looking into getting a bid to replace the carpets. Possible flooring installers: Steve Franco through Superior Stone in Gilroy, CA, *not* Blue Ribbon Concepts in Hollister, CA. In general, we have had issues with Blue Ribbon Carpets. Another candidate is M&M Carpets. Billy mentioned another possible installer.

7. Winter Field Day (Jan 25 to 26, 2025)

Sara will tow trailer and start setting up on Friday. Location is at Cienega Elementary School. There is a possibility we will continue field day exercise into the night and to Sunday, depending on how everyone feels after the end of Saturday.

8. Sea Otter Classic (Apr. 10 to 14)

4 shifts in the past. Now, we have 6 shifts. 53 total shifts for the weekend. 68 shifts are ideal. 83% recruited, which exceeds the ideal 65% rate for recruitment. Ron will be up at Chew's Ridge.

9. ARES Program

Tabletop exercise in Watsonville. Ron and Tim will be attending. Possible county exercise with Kris from OES.

10. N6SBC Net Control

Jan – Mel KK6MES

Feb—Ron

Mar—Dave

Apr—Benson

11. VE Update

On Feb 1st, we will have a ham cram and test in Gilroy at the police department. 5 people signed up for the cram, with a few people for just the test portion.

12. SBCARA Academy

This is another way to get a license where you do not have to cram. Some individuals have troubles cramming for the test in such a short time. The Academy provides another venue for individuals to get their licenses. Students study from the ARRL handbook and watch a video series created by Dave Casler (KE0OG). Heatherly will host a Q&A on Zoom every Friday, starting Jan. 10, 2025. The academy is free. Students will purchase their own copy of the ARRL handbook and materials.

13. ARISS (Amateur Radio International Space Station) Collaboration

Collaborating with Oakwood (private school) in Morgan Hill. Week of April 12th to 28th. Students will be talking to astronauts on the ISS. There will be a ham cram for them in March in Morgan Hill.

14. Membership and Engagement

30 paying members for 2025. 20 voting members about to scroll off list. Tim needs to check with Ron on this number. By comparison, we had 40 paying members in 2024. We did get quite a few new members in 2025.

15. Meeting Adjourned

Meeting adjourned at 8:30 pm. Billy firsts. Mario seconds.

Attachments: Treasurer Reports

San Benito County Amateur Radio Association
Income & Expense Detail
2024

January 1, 2025

Cash Basis

Date	Num	Name	Memo	Debit	Credit	Balance
Ordinary Income/Expense						
Income						
Donations						
Donation - Corporate/Employee						
01/31/2024	EFT		IBM		150.00	150.00
02/28/2024			IBM		50.00	200.00
03/29/2024	EFT		IBM		100.00	300.00
04/30/2024	EFT		IBM		150.00	450.00
06/03/2024			IBM		50.00	500.00
07/01/2024			IBM		100.00	600.00
08/01/2024			IBM		150.00	750.00
09/03/2024			IBM		50.00	800.00
09/30/2024			IBM		100.00	900.00
10/23/2024			IBM		150.00	1,050.00
11/30/2024	EFT		IBM		150.00	1,200.00
Total Donation - Corporate/Employee				0.00	1,200.00	1,200.00
Donation - General						
01/30/2024	EFT	PayPal	Deposit		98.52	98.52
02/20/2024			Deposit		170.00	268.52
02/29/2024		PayPal	Deposit		6.78	275.30
05/09/2024			Cash in mail		2.00	277.30
12/15/2024	EFT	PayPal	Deposit		107.81	385.11
Total Donation - General				0.00	385.11	385.11
Donation - Holiday Party						
01/30/2024	EFT	PayPal	Food (2023)		53.42	53.42
11/06/2024			From a VE test session		300.00	353.42
12/11/2024			Deposit		20.00	373.42
12/26/2024		PayPal	Deposit		48.51	421.93
Total Donation - Holiday Party				0.00	421.93	421.93
Total Donations				0.00	2,007.04	2,007.04
Grants						
Grant - IBM						
03/29/2024	EFT		Deposit		1,000.00	1,000.00
Total Grant - IBM				0.00	1,000.00	1,000.00
Grant - Other						
05/20/2024			SOC Foundation		2,750.00	2,750.00
Total Grant - Other				0.00	2,750.00	2,750.00
Total Grants				0.00	3,750.00	3,750.00
Interest						
01/31/2024			Deposit		0.13	0.13

San Benito County Amateur Radio Association Income & Expense Detail 2024

January 1, 2025

Cash Basis

Date	Num	Name	Memo	Debit	Credit	Balance
02/29/2024			Deposit		0.12	0.25
03/29/2024			Deposit		0.12	0.37
04/30/2024			Deposit		0.13	0.50
05/31/2024			Deposit		0.12	0.62
06/28/2024			Deposit		0.11	0.73
07/31/2024			Deposit		0.13	0.86
08/30/2024			Deposit		0.12	0.98
09/30/2024			Deposit		0.12	1.10
10/31/2024			Deposit		0.12	1.22
11/29/2024			Deposit		0.12	1.34
12/31/2024			Deposit		0.13	1.47
Total Interest				0.00	1.47	1.47
Membership Dues						
01/30/2024	EFT	PayPal	Deposit		124.46	124.46
01/31/2024			Deposit		40.00	164.46
02/20/2024			Deposit		30.00	194.46
02/29/2024			Deposit		20.00	214.46
03/28/2024	EFT	PayPal	Deposit		38.22	252.68
05/09/2024			Deposit		30.00	282.68
07/23/2024			Deposit		20.00	302.68
08/28/2024			Deposit		30.00	332.68
08/28/2024		PayPal	Deposit		19.11	351.79
11/04/2024	EFT	PayPal	2025		38.22	390.01
11/06/2024			2025		20.00	410.01
12/11/2024			Deposit		100.00	510.01
12/15/2024	EFT	PayPal	Deposit		191.10	701.11
12/26/2024		PayPal	Deposit		67.13	768.24
Total Membership Dues				0.00	768.24	768.24
Other Income						
03/04/2024		Bolado Park - 33 Ag District	Fair booth		75.00	75.00
Total Other Income				0.00	75.00	75.00
SBCARA Clothing Purchase						
02/29/2024		PayPal	Badge		7.73	7.73
07/23/2024			Badge		8.00	15.73
12/11/2024			Clothing		65.00	80.73
12/15/2024	EFT	PayPal	Clothing		35.29	116.02
Total SBCARA Clothing Purchase				0.00	116.02	116.02
VE Testing Fees						
01/30/2024	EFT	PayPal	Deposit		290.57	290.57
02/29/2024			Cash and checks		88.00	378.57
02/29/2024		PayPal	Deposit		229.25	607.82
03/28/2024	EFT	PayPal	Deposit		37.24	645.06
04/29/2024	EFT	PayPal	Deposit		157.65	802.71

San Benito County Amateur Radio Association
Income & Expense Detail
2024

January 1, 2025

Cash Basis

Date	Num	Name	Memo	Debit	Credit	Balance
05/28/2024		PayPal	Deposit		112.21	914.92
06/27/2024			Cash		14.00	928.92
09/26/2024		PayPal	Deposit		49.02	977.94
11/04/2024	EFT	PayPal	Deposit		189.63	1,167.57
11/19/2024	EFT	PayPal	Deposit		118.45	1,286.02
12/15/2024	EFT	PayPal	Deposit		37.24	1,323.26
Total VE Testing Fees				0.00	1,323.26	1,323.26
Total Income				0.00	8,041.03	8,041.03
Expense						
Administrative Budget						
Club Promotion Expense						
01/11/2024	440	Heatherly Takeuchi	Fair artwork reimbursement...	80.00		80.00
07/07/2024	449	Sara Steiner	Handout reimbursement	94.77		174.77
Total Club Promotion Expense				174.77	0.00	174.77
Dues						
NARCC Dues						
01/05/2024	EFT	Northern Amateur Relay Coun...	2024 Dues (via PayPal)	20.00		20.00
Total NARCC Dues				20.00	0.00	20.00
Total Dues				20.00	0.00	20.00
Ham Club Online						
05/20/2024	DEBIT	Ham Club Online	Donation	50.00		50.00
Total Ham Club Online				50.00	0.00	50.00
Holiday Party						
10/19/2024	DEBIT	Wired Communications	Gifts	30.00		30.00
11/13/2024	DEBIT	DX Engineering	Gifts	200.00		230.00
12/05/2024	457	Sara Steiner	Reimbursement - cups	180.00		410.00
12/06/2024	DEBIT	Pizza Factory	Food	415.10		825.10
Total Holiday Party				825.10	0.00	825.10
Insurance						
Insurance - Equipment						
05/28/2024	DEBIT	Risk Strategies Company	Renewal	215.08		215.08
Total Insurance - Equipment				215.08	0.00	215.08
Insurance - Liability						
04/02/2024	EFT	Risk Strategies Company	Liability insurance	300.00		300.00
Total Insurance - Liability				300.00	0.00	300.00
Total Insurance				515.08	0.00	515.08

San Benito County Amateur Radio Association
Income & Expense Detail
2024

January 1, 2025

Cash Basis

Date	Num	Name	Memo	Debit	Credit	Balance
Office Expense						
02/14/2024	443	Dept of Justice	Non Profit filing form RRF-1	25.00		25.00
Total Office Expense				25.00	0.00	25.00
SBCARA Clothing Expense						
01/02/2024	DEBIT	Safegard Business Solutions		1,410.52		1,410.52
04/02/2024	445	Tim Takeuchi	Badge reimbursement	7.00		1,417.52
Total SBCARA Clothing Expense				1,417.52	0.00	1,417.52
VE Testing Expense						
01/16/2024	DEBIT	W5YI	Licesing fees	84.00		84.00
01/26/2024	DEBIT	W5YI	License Fee	7.00		91.00
02/08/2024	DEBIT	Postal Graphics	Copies	66.44		157.44
02/09/2024	DEBIT	Target		3.04		160.48
02/09/2024	DEBIT	Nob Hill		33.20		193.68
02/12/2024	DEBIT	Spudnuts		36.90		230.58
02/20/2024	DEBIT	W5YI		133.00		363.58
02/20/2024	DEBIT	W5YI		7.00		370.58
05/06/2024	DEBIT	Postal Graphics	Copies	66.64		437.22
05/10/2024	DEBIT	Nob Hill	Food	34.47		471.69
05/13/2024	DEBIT	Sudnuts	Food	16.56		488.25
05/17/2024	DEBIT	W5YI	License fees	140.00		628.25
06/03/2024	447	Community Foundation for SBC	Rental Feb 2 & 10	100.00		728.25
06/12/2024	448	Heatherly Takeuchi	Reimbursement food	22.00		750.25
08/05/2024	DEBIT	Sudnuts	Refreshments	18.01		768.26
08/05/2024	DEBIT	Nob Hill	Refreshments	5.99		774.25
08/19/2024	DEBIT	W5YI	License fees	28.00		802.25
10/01/2024	454	Heatherly Takeuchi	Food May 13, 2023	18.22		820.47
11/08/2024	DEBIT	Postal Graphics		116.46		936.93
11/12/2024	DEBIT	Nob Hill		16.27		953.20
11/12/2024	DEBIT	Spudnuts		18.01		971.21
11/13/2024	DEBIT	W5YI		49.00		1,020.21
11/16/2024	455	Community Foundation for SBC	Rental 8/3, 11/9/2024	100.00		1,120.21
11/30/2024	DEBIT	W5YI		84.00		1,204.21
Total VE Testing Expense				1,204.21	0.00	1,204.21
Work Session Refreshments						
07/17/2024	451	Mel Tolentino	DOC cleanup reimbursement	161.85		161.85
Total Work Session Refreshments				161.85	0.00	161.85
Total Administrative Budget				4,393.53	0.00	4,393.53
DOC Expenses						
Office Furniture						
01/24/2024	DEBIT	Amazon	Coffee Maker	98.31		98.31
03/28/2024	DEBIT	Amazon	Chairs	382.36		480.67

San Benito County Amateur Radio Association
Income & Expense Detail
2024

January 1, 2025

Cash Basis

Date	Num	Name	Memo	Debit	Credit	Balance
Total Office Furniture				480.67	0.00	480.67
Repairs and Maintenance						
07/17/2024	450	Heatherly Takeuchi	DOC cleanup reimbursement	18.56		18.56
Total Repairs and Maintenance				18.56	0.00	18.56
Total DOC Expenses				499.23	0.00	499.23
Equipment Budget						
Repeater Upgrades						
04/29/2024	DEBIT	Pasternack	Coax - Call Mountain	144.32		144.32
05/06/2024	DEBIT	The Antenna Farm	Coax BV repeater	92.02		236.34
05/08/2024	DEBIT	The Home Depot	Insulation Hernandez Valley	657.37		893.71
05/20/2024	DEBIT	McKinnon Lumber	Hernandez Valley	68.36		962.07
05/21/2024	DEBIT	Ace Hardware	Hernandez Valley	69.37		1,031.44
12/30/2024	DEBIT	PayPal	Fan brackets	22.43		1,053.87
Total Repeater Upgrades				1,053.87	0.00	1,053.87
Trailer Equipment						
02/02/2024	DEBIT	Amazon	WiFi antenna	38.23		38.23
03/25/2024	DEBIT	Zamp Solar	Solar controler	163.71		201.94
03/25/2024	DEBIT	Amazon	Solar equipment	617.20		819.14
03/27/2024	DEBIT	Amazon	Ladder	163.86		983.00
Total Trailer Equipment				983.00	0.00	983.00
Total Equipment Budget				2,036.87	0.00	2,036.87
Special Projects						
Rural School Project						
11/19/2024	456	Amanda McCraw	Reimbursement for licensing	35.00		35.00
Total Rural School Project				35.00	0.00	35.00
SAR Topo						
01/25/2024	DEBIT	CalTopo	Annual software icense	300.00		300.00
Total SAR Topo				300.00	0.00	300.00
Sea Otter						
03/04/2024	DEBIT	Zazzle Inc	Magnetic sign	17.60		17.60
03/05/2024	444	Brianna Acosta	Artwork logo	50.00		67.60
03/05/2024	DEBIT	Zazzle Inc	13 Magnetic signs	228.80		296.40
04/24/2024	446	AG Custom Gifts	Clipboards	280.00		576.40
Total Sea Otter				576.40	0.00	576.40
StarLink						
01/22/2024	EFT	StarLink	1 month activation	136.50		136.50
11/29/2024	DEBIT	StarLink	One month activation	115.61		252.11

5:47 PM

January 1, 2025

Cash Basis

San Benito County Amateur Radio Association
Income & Expense Detail
2024

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
12/20/2024	DEBIT	StarLink		165.00		417.11
	Total StarLink			417.11	0.00	417.11
	Total Special Projects			1,328.51	0.00	1,328.51
	Total Expense			8,258.14	0.00	8,258.14
	Net Ordinary Income			8,258.14	8,041.03	-217.11
	Net Income			8,258.14	8,041.03	-217.11

San Benito County Amateur Radio Association
Budget vs. Actual
2024

	Jan - Dec 24	Budget
Ordinary Income/Expense		
Income		
Donations		
Donation - Corporate/Employee	1,200.00	1,200.00
Donation - General	385.11	500.00
Donation - Holiday Party	421.93	200.00
Total Donations	2,007.04	1,900.00
Grants		
Grant - IBM	1,000.00	500.00
Grant - Other	2,750.00	2,000.00
Total Grants	3,750.00	2,500.00
Interest	1.47	1.00
Membership Dues	768.24	600.00
Other Income	75.00	49.00
SBCARA Clothing Purchase	116.02	500.00
VE Testing Fees	1,323.26	500.00
Total Income	8,041.03	6,050.00
Expense		
Administrative Budget		
Club Promotion Expense	174.77	1,000.00
Dues		
NARCC Dues	20.00	20.00
Total Dues	20.00	20.00
Ham Club Online	50.00	50.00
Holiday Party	825.10	500.00
Insurance		
Insurance - Equipment	215.08	250.00
Insurance - Liability	300.00	300.00
Total Insurance	515.08	550.00
Office Expense	25.00	100.00
SBCARA Clothing Expense	1,417.52	50.00
VE Testing Expense	1,204.21	1,000.00
Work Session Refreshments	161.85	250.00
Total Administrative Budget	4,393.53	3,520.00
DOC Expenses		
Office Furniture	480.67	400.00
Repairs and Maintenance	18.56	1,500.00
Total DOC Expenses	499.23	1,900.00
Equipment Budget		
Repeater Upgrades	1,053.87	1,500.00
Trailer Equipment	983.00	1,500.00
Total Equipment Budget	2,036.87	3,000.00
Special Projects		
License testing equipment	0.00	50.00
Rural School Project	35.00	200.00
SAR Topo	300.00	300.00
Sea Otter	576.40	600.00
StarLink	417.11	450.00
Total Special Projects	1,328.51	1,600.00
Total Expense	8,258.14	10,020.00
Net Ordinary Income	-217.11	-3,970.00
Net Income	-217.11	-3,970.00

San Benito County Amateur Radio Association
Income & Expense Summary
2024

	Jan - Dec 24
Ordinary Income/Expense	
Income	
Donations	
Donation - Corporate/Employee	1,200.00
Donation - General	385.11
Donation - Holiday Party	421.93
Total Donations	2,007.04
Grants	
Grant - IBM	1,000.00
Grant - Other	2,750.00
Total Grants	3,750.00
Interest	1.47
Membership Dues	768.24
Other Income	75.00
SBCARA Clothing Purchase	116.02
VE Testing Fees	1,323.26
Total Income	8,041.03
Expense	
Administrative Budget	
Club Promotion Expense	174.77
Dues	
NARCC Dues	20.00
Total Dues	20.00
Ham Club Online	50.00
Holiday Party	825.10
Insurance	
Insurance - Equipment	215.08
Insurance - Liability	300.00
Total Insurance	515.08
Office Expense	25.00
SBCARA Clothing Expense	1,417.52
VE Testing Expense	1,204.21
Work Session Refreshments	161.85
Total Administrative Budget	4,393.53
DOC Expenses	
Office Furniture	480.67
Repairs and Maintenance	18.56
Total DOC Expenses	499.23
Equipment Budget	
Repeater Upgrades	1,053.87
Trailer Equipment	983.00
Total Equipment Budget	2,036.87
Special Projects	
Rural School Project	35.00
SAR Topo	300.00
Sea Otter	576.40
StarLink	417.11
Total Special Projects	1,328.51
Total Expense	8,258.14
Net Ordinary Income	-217.11
Net Income	-217.11

SBCARA
ACCOUNT BALANCES
As of December 31, 2024



Chase checking: General Fund	\$	2,900.54
Chase checking: Depreciation Fund	\$	5,718.26
Chase savings account	\$	14,731.64
PayPal account	\$	154.85
Total	\$	23,505.29



**San Benito County
Amateur Radio Association**

1/7/2025

	2025 Approved Budget	Budget Comments	Notes
REVENUE ITEMS			
Donations - General	\$ 500		
Donations - Corporate/employee payroll	\$ 1,200		
Grant - IBM	\$ 500		
Grant - Other	\$ 2,000	Bike event	
Grant - Community Foundation	\$ 3,000	Solar generator	
Membership Dues	\$ 600		
License Testing Income	\$ 1,500		
SBCARA Clothing purchase	\$ 100		
Holiday Party income	\$ 200		
Interest	\$ 250		
Other	\$ 50		
Total Revenue	\$ 9,900		
EXPENSE ITEMS			
Administrative Budget			
Insurance-Liability	\$ 300		
Insurance-Equipment	\$ 300		
Dues-NARCC	\$ 20		
Website		Purchased 5 year plan in 2022, expires in 2027	
Office Expense	\$ 50		
License testing expense	\$ 1,500		
Club Promotion Expense	\$ 200		
Holiday Party	\$ 500		
Ham club Online donation	\$ 50		
Work Session Refreshments	\$ 250		
Equipment Budget			
Trailer	\$ 500		Note 1
Repeater network	\$ 1,500		Note 2
Safety cones	\$ 100		
Base radio (Analog/Digital)	\$ 750		
Solar generator	\$ 1,500		
DOC Maintenance/Repairs/Improvements			
Repairs & Maintenance	\$ 2,000	New Carpet	
Cameras	\$ 400		Note 1
Patch panel	\$ 400		Note 1
Special Projects			
Sea Otter Classic	\$ 400		Note 2
Rural School Project	\$ 200		Note 4
SAR Topo	\$ 300		
StarLink	\$ 700		Note 1

Contribution to Asset Accounts

Repeater & Trailer Depreciation Fund

\$ 1,000

Note 3

Total Expenses

\$ 12,920

Annual Net Income (Loss)

\$ (3,020)

2025 Budget Notes

- Note 1 Spending authority - Tim
- Note 2 Spending authority - Ron
- Note 3 Spending authority - Board
- Note 4 Spending authority - Sara