



# WWARA WESTERN WASHINGTON AMATEUR RELAY ASSOCIATION

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## General Meeting Minutes – December 7, 2024

**Absences:** None

In accordance with Article IX, Section 3a of the bylaws, a quorum was present. The meeting was called to order at 10:10 PST virtually on the Zoom teleconference by Chair Scott Honaker, N7SS. The minutes for the May and September 2024 meeting approved as posted.

### Officer's Reports

- Chair Report (Scott, N7SS)
  - No updates
- Treasurer Report (Doug, KD7DK)
  - Only normal expected expenses in last three months (POBox, Web, etc), with exception of purchasing a Zoom license for WWARA meetings.
    - ◆ KC7CKO moved to accept, KU7M second approval of the report
  - Breakdown of accounts as of Dec 07, 2024.

BECU Business Banking	Actual	2024-12-07
BECU Checking	\$374.42	\$0.00
BECU Share	\$5.18	
BECU MoneyMarket	\$13,529.56	\$0.00
Paypal	\$326.52	
Total Assets	\$14,235.68	

- Secretary Report (Kenny, KU7M)
  - There were 22 TDS's submitted (renewals and new applications) since September meeting, all submitted since Dec 6 have been processed. (the remaining 10 in the queue will be processed in next week)
  - Semi-automated renewal notices going out monthly are driving larger than normal TDS submissions.
  - There were 63 Certificate of Coordination's sent out on Dec 5<sup>th</sup> for all the renewals in the last six months.
- Adjacent Areas:
  - EWA – Communicated / updated on narrowband plans, no concerns reported
  - BC – No updates.
  - OR – Made aware, including a presentation to the BoD on the narrowband plan in the last 18 months.

### Committee Reports

- 6M/10M (KU7M) – Open question on 53.41 renewal (since has been resolved)
- 2 Meters (NR3O) – 4 in testing, 3 proposed and 1 unknown.
- 220 Band (WA7FUS) – 1 in testing
- 440 Band (NR3O) – 2 pending, 1 proposed and 8 in testing (2 unknown)
- 900/1.2Ghz (N7SS) – 1 proposed 23cm system, updated needed



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- Database Enhancement Committee – Kenny Richards, KU7M
  - No updates, focus on processing TDS's
- Narrow-band Sub-Committee – N7SS, KU7M
  - See narrowband proposal

### Old Business:

- Reviewed the proposal for narrow banding the 2m and 70cm band, as presented at the September meeting. (original proposal was presented in May 2019 General Meeting)
  - Phase 1: no new wide band applications accepted starting Jan 1, 2025 for 2m & 70cm
  - Phase 2: no renewals of wide band coordination's accepted starting Jan 1, 2030 for 2m & 70cm
- Presented updates/modification of 'significant change' definition in Coordination Policies to reduce the effort during narrowband transition. This 'guard rail' protects changes from causing interference to co-channel systems, while also reducing administration efforts.
- The specific proposed changes to the Coordination Policies are attached below, each proposal was individually voted on. N7SS explained use of Google Form for voting process.
- Q&A on proposal from the floor
- Vote on five proposals per agenda.

Proposal 1: No longer accepted applications for new 2m coordination's that exceed 12.5kHz bandwidth, starting **January 1, 2025**.

Update Coordination policies with the following language:

*After January 1, 2025, the WWARA will no longer accept new 2m applications with an occupied bandwidth of more than 12.5kHz (narrowband).*

- Result of Vote: Motion carried, 28 in favor and 3 against

Proposal 2: No longer accepted applications for new 70cm coordination's that exceed 12.5kHz bandwidth, starting **January 1, 2025**.

Update Coordination policies with the following language:

*After January 1, 2025, the WWARA will no longer accept new 70cm applications with an occupied bandwidth of more than 12.5kHz (narrowband).*

- Result of Vote: Motion carried, 27 in favor and 4 against

Proposal 3: No longer accepted renewals for existing 2m coordination's that exceed 12.5kHz bandwidth, starting **January 1, 2030**.

Update Coordination policies with the following language:

*After January 1, 2030, the WWARA will no longer accept renewals for 2m coordinated systems with an occupied bandwidth of more than 12.5kHz (narrowband).*

- Result of Vote: Motion carried, 23 in favor and 8 against



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Proposal 4: No longer accepted renewals for existing 70cm coordination's that exceed 12.5kHz bandwidth, starting **January 1, 2030**.

Update Coordination policies with the following language:

*After January 1, 2030, the WWARA will no longer accept renewals for 70cm coordinated systems with an occupied bandwidth of more than 12.5kHz (narrowband).*

- Result of Vote: Motion carried, 31 in favor

Proposal 5: The board is also recommending the following modifications be made to Section 2 of the Coordination Policies, which defines what qualifies as a 'significant change' to a repeater to trigger a re-coordination cycle. Currently any power output change, whether increasing or decreasing, more than 1 dB requires a re-coordination testing cycle. Similarly, if the antenna height changes more than 25 feet (whether up or down), a re-coordination cycle is required to issue a coordination. The proposal changes these so that only when increasing the power or increasing the antenna height will require a re-coordination testing cycle.

Update Coordination policies, Section 2, with the following changes:

*Note: Significant change shall be one or more of the following:*

1. A power **increase** ~~change~~ of 1 dB
2. An antenna height **increases** ~~change of more than~~ 25 feet
3. A horizontal move of more than 1500 feet.

- Result of Vote: Motion carried, 38 in favor

### **New Business:**

- Dues – Doug-KD7DK reported in previous meeting that the WWARA yearly dues are barely covering the operational costs. Recommended increasing dues in 2025 to \$10 a year.
  - KC7CKO made a motion to increase the WWARA dues in 2025 to \$10, seconded by KC7SDD. Motioned passed with no objections
- Nominations for Officers/Board Members
  - KC7CKO asked for nominations from the floor for Chair/Vice-Chair/Secretary/Treasurer. Dana-KC7SDD was nominated for Vice-Chair by N7SS.
  - KC7CKO asked for nominations for the two BoD positions that expire in 2024 (Director 1 and Director 3)
    - N7SS nominated George Boswell, K7YHB for Director 1 and Stan Bradley, KS5B for Director 3 – per e-mail discussions on reflector.
  - KD7DK moved to accept the slate of officers/directors as described, seconded by KU7M
  - Unanimous approval.



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- NOTE: with KU7M taking the Secretary role officially in 2025, there will be an opening for Director 2. Per the bylaws, the board will appoint someone to fill it in 2025 for the remainder of the term.
- Meeting Schedule for 2025
  - The following schedule was proposed and accepted.
    - Feb 22
    - May 10
    - Sept 27
    - Dec 6
- KG7GTC posted a question about repeaters on the expiration list and how to check on status of renewals. All renewal questions should be directed to [secretary@wwara.org](mailto:secretary@wwara.org). Most TDS submission are acknowledged within 48hrs of being received, worst case is a week. If someone hasn't heard back in five days, send a follow up e-mail.
- N7KUW asked a question about SNP (Shared Non-Protected) repeaters and narrowband.
  - The narrowband bandplan included SNP pairs.
  - SNP repeaters should still submit a TDS so the WWARA 'knows' about the repeater. The exception is if the repeater is not actively deployed.

### **Next Meeting:**

- Feb 22, 2025

### **Adjourn Meeting:**

- KC7CKO made motion to adjourn, seconded by NR3O.
  - Approved by majority voice vote without discussion.
- The chair adjourned this meeting at 11:44 PST.



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The following five addendums are being proposed by the board for the membership to approve, they are collectively referred to as the 'narrowband proposal'. All the proposed addendums modify Section 1 (Repeater/Link Coordination Parameters and Guidelines) of the WWARA Coordination Policies, dated December 2017. If approved, they would be added as a modifier to sub-section J (Occupied Bandwidth). Sub-Section J currently reads:

**j) Occupied Bandwidth (Maximum, not-to-exceed; (20kHz; 12.5kHz; 6.25kHz, other)**

If approved the addendums would add one or more modifiers to Sub-Section J.

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- *After January 1, 2025, the WWARA will no longer accept new 2m applications with an occupied bandwidth of more than 12.5kHz (narrowband).*

Proposal 2: No longer accepted applications for new 70cm coordination's that exceed 12.5kHz bandwidth, starting **January 1, 2025**.

- *After January 1, 2025, the WWARA will no longer accept new 70cm applications with an occupied bandwidth of more than 12.5kHz (narrowband).*

Proposal 3: No longer accepted renewals for existing 2m coordination's that exceed 12.5kHz bandwidth, starting **January 1, 2030**.

- *After January 1, 2030, the WWARA will no longer accept renewals for 2m coordinated systems with an occupied bandwidth of more than 12.5kHz (narrowband).*

Proposal 4: No longer accepted renewals for existing 70cm coordination's that exceed 12.5kHz bandwidth, starting **January 1, 2030**.

- *After January 1, 2030, the WWARA will no longer accept renewals for 70cm coordinated systems with an occupied bandwidth of more than 12.5kHz (narrowband).*

The board is also recommending the following modifications be made to Section 2 of the Coordination Policies, which defines what qualifies as a 'significant change' to a repeater to trigger a re-coordination cycle. Currently any power output change, whether increasing or decreasing, more than 1 dB requires a re-coordination testing cycle. Similarly, if the antenna height changes more than 25 feet (whether up or down), a re-coordination cycle is required to issue a coordination. The proposal changes these so that only when increasing the power or increasing the antenna height is a re-coordination testing cycle required.



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Proposed Changes in RED:

### **Section 2**

Note: Significant change shall be one or more of the following:

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2. An antenna height **increases** of more than 25 feet
3. A horizontal move of more than 1500 feet.