



WWARA **WESTERN WASHINGTON AMATEUR RELAY ASSOCIATION**

General Meeting Minutes – December 06, 2025

Attendance: KU7M, N7SS, KC7SDD, K7YHB, NR3O, KC7CKO, K6BIV, K7BAB, KD7DK, N7KRN, Fred V, K7RMZ, WA7FUS, KJ7YL, N9VW, W7FDD.

In accordance with Article IX, Section 3a of the bylaws, a quorum was present. The meeting was called to order at 10:01 PST virtually on the Zoom teleconference by Chair Scott Honaker, N7SS. The minutes for the September 27th, 2025, meeting approved as posted (Larry, KC7CKO moved to accept the minutes, George, K7YHB seconded).

Officer's Reports

- Chair Report (Scott, N7SS)
 - Scott discussed the Washington Statewide Interoperability Conference in Ellensburg and the need for improved communication during FIFA events in Seattle and Vancouver. Scott spoke with BC folks and discussed concern with FIFA events coming to Seattle.
 - Ann error was identified in the 2m band plan and a corrected version was published.
- Vice Chair - Nothing
- Treasurer Report (Doug, KD7DK)
 - Financial updates from Doug were reviewed.
 - 77 paid-up members for 2026. 49 members from 2025 have not yet renewed. 4 paid beyond 2026.
 - Interest dues/finance stabilized and in balance.
 - Has python tools for doing automated reminders and adding new.
 - Current total assets of \$14,876.33
- Secretary Report (Kenny, KU7M)
 - Send out 9 CoC this morning
 - processed 21 TDS's - renewals have slowed down.
 - Expired - within grace 24
 - Expired - older than 12 months = 17 (2024)
 - Expired - older than 24 months = 9 (2023-2019)

Committee Reports

- 6M/10M (KU7M) – One pending application
- 2 Meters (NR3O) – 19 proposed/pending.
- 220 Band (WA7FUS) – Polling two coordination's at board.
- 440 Band (NR3O) - Nothing
- 900/1.2Ghz (N7SS) – 1 23cm system in testing
- Database Enhancement Committee – Kenny Richards, KU7M - Nothing
- Narrowband Sub-Committee – N7SS, KU7M, N9VW – Incorrect listing of SNP was fixed.



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Public Service Announcement

- After coordination and grace period have expired, re-coordination as a narrowband repeater is required as a new application.
- Kenny will post a reminder for trustees whose coordination has expired, and Doug will send a direct email reminder to the trustees.

Old Business:

- Narrowband Change?
 - No burn down chart available.
 - Very easy to narrowband – Larry.

New Business:

- Bylaws
 - Organizational changes were discussed, including shifting some of the secretarial duties to the Vice Chair position to handle administrative tasks, including the duties of processing TDS, with the work being load-balanced among members.
 - George, K7YHB, moved to amend the bylaws as follows:

Section 2. It shall be the duty of the Vice-Chair to:

- a. In the absence of the Chair, preside over all WWARA meetings.
- b. Be Chair of the Membership Committee.
- c. Oversee the coordination processes of the WWARA, including:
 1. Process and validate all coordination submissions (TDS).
 2. Generate and publish Certificate of Coordination's.
 3. Publish all approved coordination data of WWARA tracked systems.
 4. Enforce WWARA policies and update procedures as required, in support of the Board of Directors.
- e. Oversee the public online systems for the WWARA, ensuring the proper operation in support of the WWARA mission.
- f. Oversee the backend systems for the WWARA, ensuring the proper operation in support of the WWARA mission.

Section 3. It shall be the duty of the Secretary to:

- a. Keep accurate minutes of all meetings and correspondence.
- b. Perform such secretarial duties as may be requested by the Directors and or Committee Chairpersons.
- c. Maintain current accurate copies of all organizational documents (including by-laws and policies).
- d. Monitor and maintain the organization's status with relevant government bodies (e.g. registration with Washington Secretary of State.)

Larry, KC7CKO, seconded, and the motion carried.



WWARA

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➤ Elections

- Board elections were conducted. The new Board of Directors are:
 - Chair – Scott Honaker, N7SS
 - Vice Chair – Kenny Richards, KU7M
 - Treasurer – Doug Kingston, KD7DK
 - Secretary – Dana Hanford, KC7SDD
 - Director #1 – George Boswell, K7YHB*
 - Director #2 – Larry Watkinson, KC7CKO
 - Director #3 – Stan Bradley, KS5B *
 - Director #4 – Steve VanWambeck, N9VW
 - * Director positions 1 & 2 were not up for election this year.

2026 Meetings:

- February 28
- May 2
- September 26
- December 5

Adjourn Meeting:

- N9VW made motion to adjourn, seconded by K7YHB.
 - Approved by majority voice vote without discussion.
- The chair adjourned this meeting at 11:05 PST.