



TASMA NEWS

Twin-Band Area Spectrum Management Association

Frequency Coordination and Spectrum Management for Southern California

Annual Meeting – Saturday, December 6, 2014

Chairman’s Message David Elder, KA6TBF

November 2014

Fellow TASMA members:

For the past year TASMA has continued to improve its operations, procedures, updating the bylaws, technical committee operations and also the upcoming changed proposal to the band plan.

The WEB site now provides more efficient ways to fill and file forms with the technical committee. Members are able to take advantage of paying their membership dues thru PayPal. This decreases the cycle time for records to be updated and posted. In addition an electronic voting function has now been added, which was successfully used for the first time during the last special meeting.

The Bylaws were recently changed to eliminate some officer positions and re-assign their functions to either an appointed position or to another logical board member.

We continue to strive to improve and bring TASMA into alignment with current conditions in the amateur community.

Please review the proposed band plan changes which will be voted upon at the December meeting.

The annual general elections will held at the upcoming December meeting. We encourage you to review the candidate statements. We will be using the new electronic voting system, or you may nominate and or vote at the next meeting in person.

With both the general election and the proposed band plan changes occurring at this meeting, we encourage you to attend and participate.

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**Next Meeting is Rowland Heights on
December 6th**

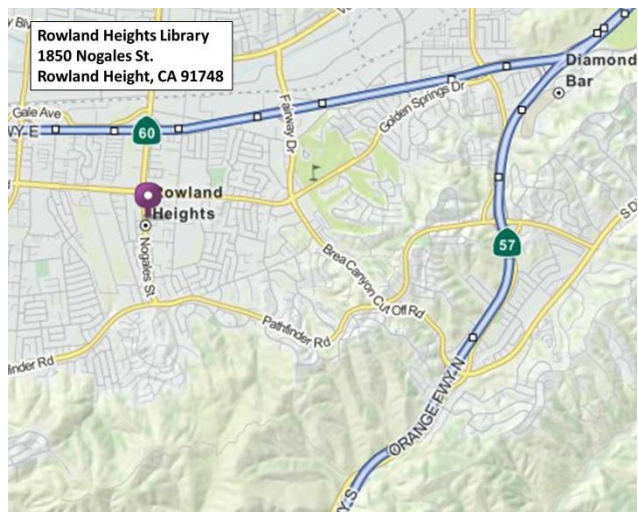
The TASMA’s December annual meeting of 2014 will take place on Saturday morning, **December 6th** at the [Rowland Heights Library](#) at 1850 Nogales St, Rowland Heights CA 91748, a few miles southwest of the 60/57 intersection.

General Meeting Minutes

Saturday, August 2, 2014

Rowland Heights Library
1850 Nogales Street
Rowland Heights CA 91748

NOT APPROVED



Please arrive at 9:00 AM to take care of renewing your membership and avoid disrupting the meeting. The meeting will start promptly at 9:30 AM.

Agenda for TASMA Annual Meeting December 6th:

1. Registration
2. Call to Order
3. Introductions
4. Approval of Previous Minutes
5. Treasurer's Report
6. Budget and Financial Review
7. Membership Status
8. Correspondence Summary
9. Committee Reports:
10. Technical Committee Report
11. TASMA database
12. Old Business
13. Election of officers:
14. Nominations for 2015 Board
15. New Business
16. Open Forum
17. Next General Meeting Date is: **April 4, 2015**

1. Attendance
KJ6UFG Tony Gawel KB6CMO Gene Thorpe
W6DVE Dave Bremer KS6RFI Dave Southworth
KC6OGR Jesus Herrera KA6TBF David Elder
N6JO Joe Gardeski N6GY Y Chuck Messel
AJ6B Sean Reigle KD6DDM Dave Elder
KB6TRD Rogero Gutierrez
WA6AV Alfredo Velazquez
2. Call To Order
With quorum present, meeting was called to order at 9:30am.
3. Introductions
All in attendance introduced themselves and the group(s) they represent, if any.
4. Approval of Previous Minutes
Gene KB6CMO motion to approve minutes with no corrections, passed unanimously.
5. Treasurer's Report
Hans not available for report, bank balance is \$7417.70.
6. Budget and Financial Review
Hans not available for report.
7. Membership Director's Report
Dave KD6DDM gave report. Database in good shape, 50 members. New form of database on laptop. Dave will be giving presentations with PPT to other clubs about TASMA.
8. Correspondence Summary
Most correspondence is now via e-mail, we received 4 pieces of mail.
9. Committee Reports
Sean AJ6B gave technical IT report.
10. Technical Committee Report
Chuck N6GY Y gave technical committee report. Content was summary of minutes of tech committee.
11. TASMA Database

Sean AJ6B gave report of state of database. Working on database project, not completed yet, possibly by beginning of 2015.

12.Old Business None.

13.New Business

a. Board of Director Nominations

Chairman: KA6TBF nominated himself.

Vice-chairman: Open.

Treasurer: Open.

Secretary: KA6TBF nominated AJ6B.

Membership: AJ6B nominated KD6DDM.

IT Director: Open.

MBAL: Open.

14.Open Forum: None.

15.Next General Meeting is December 6, 2014.

Location will be announced prior to meeting.

16.Adjournment.

Sean AJ6B motions to adjourn, unanimously passed at 10:47am.

Special Meeting Minutes

Saturday, November 1, 2014

Norman P Murray Center
24932 Veterans Way
Mission Viejo CA

NOT APPROVED

- Attendance
AJ6B Sean Reigle N6GYG Chuck Messel
KS6RFI Dave Southworth W6DVE Dave Bremer
K9KAO Henry Kao KD6DDM Dave Summers
KA6TBF Dave Elder AD6OI Heiko Peschel
W6TNA Tina Bremer
- Call To Order
With quorum present, meeting called to order at 9:30am.
- Introductions
All in attendance introduced themselves and the group(s) they represent, if any.
- Election Results
29 voted yes on proposed bylaw changes (attached), 2 voted no. Heiko AD6OI motioned to close election, Dave KD6DDM seconded.

- Board of Director Nominations
Chairman: KD6DDM nominates KA6TBF.
Vice-chairman: KA6TBF nominates W6DVE.
Secretary: KA6TBF nominates AJ6B.
Treasurer: W6DVE nominates W6TNA.
Member at Large: KA6TBF nominates KD6DDM.
- Open Forum
Heiko AD6OI speaks about board meetings being made public. Chairman responded that some items are confidential in the board meeting and minutes are made available on the topics that are discussed and motions passed.
- Next General Meeting is December 6, 2014.
Location will be announced prior to meeting.
- Adjournment. KA6TBF motions to adjourn, unanimously passed at 10:00am.

Secretary's Report

We will be sending renewal notices electronically to members a few weeks before expiration. Please use our new electronic system to renew your membership!

Also, the ballot for next year's Board of Directors will be sent electronically about 2 weeks before the next meeting. Make sure to check the website and make sure you are an active paid member so you may vote!

Treasurer's Report

Starting 12/31/2013	\$6,990.14
Total Revenue	\$ 850.00
Total expenses	\$ 493.17
Excess of Revenue over Expenses	\$ 410.83
Bank Balance as of 12/31/2013	\$6,990.14
Bank Balance as of 10/31/2014	\$7,126.01

Database Administrator's Report

We have been working on changing the format of the database and will be making all updates by the end of the year. Stay tuned!

Technical Committee Report

2014 has been a busy year for TASMA and the Technical Committee.

I am happy to say that there have been several additions to the technical committee and they have raised the skill set of the committee to a new high. The current members of the committee are:

Nate Duer	KI6IGR
Tony Gawel	KJ6UFG
Chuck Messel	N6GYG
Sean Reigle	AJ6B
David Southworth	KS6RFI

We have been busy this year with many coordination requests, some of the usual interference complaints, and transfer of ownership and trustee changes.

In addition to this, we have a new website, which all should visit. There have been many improvements, including the ability to pay your dues on PayPal, and also forms which can now be filled on the computer. Most of our technical correspondence is now transacted by email and electronic means. We may soon add the ability for anyone wishing to speak at a technical meeting, to do so via video conferencing (Skype).

I think you have all seen the new ability to receive and respond to an electronic balloting system. This is the first time that TASMA has had the ability to poll the membership electronically. A special thanks to Sean Reigle for developing this ability.

We have seen new trends in technology and how it is being used, which has prompted the technical committee to recommend several changes to the band plan.

One of the trends we are seeing is Simplex frequencies being linked to repeaters, often cross band, in an effort to add input and/or output channels to repeaters. Per Part 97.205 the simplex frequencies from 144.0–144.5 MHz, 145.5–146.0 MHz, may not be utilized for repeater receive or retransmit. Our proposed changes are to bring the band plan into better alignment with the usage patterns we are seeing, and in the process create frequencies specifically for particular types of usage. This will be presented to the general membership for a vote at the December meeting. It is

currently posted on the website as a proposed band plan.

Currently TASMA is coordinating over 300 repeaters. With only 75 repeater pairs, each frequency pair is being used on an average of 4 times in various geographic locations. As you can imagine, this makes granting a new repeater coordination a challenge. In an effort to fit in more repeaters, we ask that all existing repeater owners use good Amateur practices, and run the minimum power required to reach the user base.

We would encourage everyone to visit the New TASMA Website and browse around to become familiar with some of the improvements that have been done this year.

Please stop by at the December General meeting. If you have an interest in giving back to the Amateur community and a bit of technical expertise, come see how you might fit into the technical committee, or look us up and just say Hi.

Candidate Statement For Chairman

David Elder, KA6TBF

Hello everyone. I would once again like to offer my services to TASMA as Chairman.

Having served on the TASMA board in various positions, including - Member at Large, Secretary, Vice Chairman and currently the Chairman. During my tenure as Chairman TASMA has made great strides in improving and modernizing its operation.

If elected, I look forward to continued improvement in TASMA.

I appreciate your support and hope that you will allow me to continue working with TASMA in this position.

Respectfully:
David Elder, KA6TBF

Candidate Statement for Vice Chairman Dave Bremer

Fellow TASMA members, my name is Dave Bremer and I am running for TASMA Vice-Chairman. For those who do not know me, here is a brief biography.

I have been interested in Amateur Radio since junior high school, however I did not obtain a license until 2007. I currently hold the amateur extra class license.

For the last 6 years, I have had the privilege of assisting Gordon West, WB6NOA with his southern California amateur radio classes. I am a volunteer examiner for the W5YI group and conduct test sessions all over the southland. I am a "Life" member of the ARRL. In 2013 I was inducted into the Radio Club of America and look forward to working with that group.

I live in Fontana, California. I retired from ATT in March, 2011 after 42 years in "Central office Special services" specializing in Optical Multiplexors. I do not personally own an amateur repeater, but I hold several "commercial" repeater licenses in various sections of the country. I look forward to continue working with the TASMA group.

Dave Bremer, W6DVE

**Sean Reigle, AJ6B
Candidate Statement
For Secretary**

My name is Sean Reigle, AJ6B and I am looking to continue to offer my services to the Amateur Radio community of Southern California as Secretary for TASMA Board of Directors. I joined TASMA as a member in 2011 and have been participating as Secretary on both the board and the Technical Committee. The technical committee has been receiving rave reviews about its increased communication and responsiveness to inquiries and I believe that we can bring that experience to the board of directors. I also serve on the board of directors for the South Orange Amateur Radio Association as education director and have been licensed since I was 15.

Furthermore, as improvements in 2015, we will be working on a database update project to get some of our records more up to date. I would appreciate your vote for secretary. Stay tuned for more information!

Thank you for your consideration.

Sean Reigle, AJ6B

**Tina Bremer W6TNA
Candidate Statement
For Treasurer**

My name is Tina Bremer, W6TNA, and I am submitting my name as a candidate for the position of Treasurer for TASMA.

I am an Amateur Extra and have been a member of TASMA for several years. I am a volunteer examiner for the W5YI Group and a Life Member of the ARRL.

I have been active in many volunteer activities for the last 30 plus years, including Little League, AYSO, Cub Scouts, Boy Scouts, City of Fontana CERT, and San Bernardino County Emergency Communication Service. I have had experience as treasurer for several of these groups and feel that I could competently fulfill the position for TASMA.

Respectfully,
Tina Bremer, W6TNA

**David Summers KD6DDM
Candidate Statement
For Member at Large**

Greetings Members.

As the December meeting descends upon us, I would like to thank you for your support in the past. As we are making changes in Board of Director positions, it is my intent to run for Member at Large. I look forward to serving in TASMA for another year.

Happy Holidays from David Summers, KD6DDM.

2015 Schedule of Meetings

Year 2015	Jan	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
Board Meeting	24 (Sat)		7 (Sat)				11 (Sat)				7 (Sat)	
General Meeting				4 (Sat)				1 (Sat)				5 (Sat)
Technical Committee	24 (Sat)		7 (Sat)				11 (Sat)				7 (Sat)	

TASMA Two Meter FM Band Itinerant Summary **DRAFT v2**

Simplex Frequencies (no linking/repeaters)	Linking & Remote Base Frequencies (read guidelines – page 2)	Packet Frequencies
<ul style="list-style-type: none"> •144.310-144.375 •144.405-144.490 •145.510 •145.525 •145.540 •145.555 •145.570 •145.585 •145.600 •145.615 •145.630 •145.645 •145.660 •146.430 (ATV voice) •146.445 	<ul style="list-style-type: none"> •145.675 •145.690 •145.710 •145.725 •145.740 •145.755 •145.770 •145.785 •146.460 •147.480 	<ul style="list-style-type: none"> •144.390 (APRS) •144.970 •145.030 •145.050 •145.070 •145.090
<ul style="list-style-type: none"> •146.520 (calling freq) •146.535 •146.550 •146.565 (T-hunts) •146.580 •146.595 •147.510 	<div style="text-align: center;"> <p>Portable Repeater Pair (Special Event & Temporary Use Only)</p> <ul style="list-style-type: none"> •147.585 input •144.930 output <p>(read guidelines – page 2 – operations limited to 72 hours per month)</p> </div>	
		<div style="text-align: center;"> <p>Cross-band Repeater Frequencies</p> <ul style="list-style-type: none"> •144.910 •147.525 </div>

Frequencies on this page are not coordinated and must be shared with other Amateurs on a non-interference basis. Please run minimum power ([97.313a](#)) and keep FM bandwidth narrow to reduce adjacent channel interference.

TASMA Repeater and Auxiliary Station Guidelines DRAFT v2

1. Station must be able to be remotely turned off.

97.109 and 97.3(a)(6).

2. Station should use a time out timer of 3 minutes or less.

97.213(b) states that you must be able to control your station in the event of control failure that the transmitter will be limited to 3 minutes or less. By making your timer 3 minutes you can always comply with this rule.

3. Station should not “beacon” ID.

97.119 states rules about station identification. If the station is not in communication with another station it may be determined that the repeater is broadcasting its ID against rule 97.113(b). It also reduces the chance that your station causes interference with another station on the shared auxiliary station frequencies to comply with 97.101(d).

4. Station CW ID should be under 20 WPM and a copyable tone (around 850 hertz tone).

97.119(b)(1) does state that the CW ID must be 20 WPM or less. Setting at or lower ensures compliance. The FCC has no part 97 rules about the tone of the CW ID although the ID must be clear enough to make known the station call sign that is transmitting (97.119(a)).

5. Station identification should not end with /R.

Where once customary and actually required to ID as a repeater, this is no longer the case. The /R self-assigned indicator may conflict with 97.119(c), although this does not seem to be enforced.

6. Auxiliary and repeater stations are limited to certain frequencies.

97.201(b) and 97.205(b) place restrictions on operation of auxiliary and repeater stations upon certain frequencies. Not all simplex frequencies are available for auxiliary and repeater input and outputs. Stations need to be mindful also to not cause harmful interference with coordinated repeaters per 97.205(c)

7. Auxiliary stations should not be connected to conference/reflector nodes 24/7.

As the auxiliary station frequencies are uncoordinated and shared amongst the Amateur community, it is good practice to allow others the use of the frequencies. Also, unattended automatic operation may cause harmful interference to others on the shared frequencies per 97.101(d). We recommend that a control operator be present to ensure compliance and then disconnect from conference/reflector node when the control operator is no longer present.

8. Auxiliary stations should remain low in height and power.

As the auxiliary station frequencies are uncoordinated and shared amongst the Amateur community, it is good practice to allow others the use of the frequencies. Your auxiliary station should be mindful of its RF footprint to comply with 97.313(a) and 97.101(d).

9. Auxiliary stations should not be uncoordinated repeaters.

Your auxiliary station is designed for a group of cooperating Amateurs (97.3(a)(7)) and as such should not be open to non-designated control operators. Your station at that time would probably be classified as an uncoordinated repeater and would be subject to transmit/receive frequency restrictions in 97.205(b).

TASMA Bylaws

Amended: October 17, 2014

ARTICLE I – MEMBERSHIP

Section 1. CATEGORIES

- a. REGULAR membership is open to any person who is authorized to operate an amateur radio station on frequencies within the two-meter band.
- b. DELEGATE membership is open to any person who (1) qualifies for membership under section 1a and (2) is authorized to represent any club or organization, the interests of which include two-meter operations.

Section 2. APPLICATION

Application for membership shall be made through the Secretary of the Association, and shall require a concurrent payment of one year's dues.

Section 3. RIGHTS OF MEMBERSHIP

- a. A voting member is defined as a member that held a paid membership 45 days prior and concurrent with the voting. Each member shall have one vote.
- b. In cases where a member cannot be present at a Meeting, that member may vote with respect to the election of officers, and any other published agenda item, by written ballot, delivered to the Secretary of the Association before or during balloting.

ARTICLE II - OFFICERS (Amended 06/05/98 & 12/5/09)

Section 1. TITLES

The Officers of the Association shall be:

- a. Chairman
- b. Vice-Chairman
- c. Secretary
- d. Treasurer
- e. Board Member At Large (Amended 06/05/98)
- f. ~~Membership Director (Amended 12/5/09)~~
- g. ~~Internet Services Manager (Amended 12/5/09)~~

These elected officers shall be the Board of Directors of the Association.

Section 2. ELECTION OF OFFICERS

- a. Nominations of officers will be held at the regular meeting immediately prior to the Annual Meeting. A slate of persons running for office shall be printed in the mailing preceding the Annual Meeting.
- b. Nominees for any TASMA officer position shall have maintained continuous membership for at least one year and be at least 18 years of age at the commencement of term of office. (Amended 4/13/2002)

- c. Additional nominations may be made from the floor at the Annual Meeting. Only members may make nominations.
- d. Balloting shall be in accordance with ARTICLE IV, Section 4 of these Bylaws.
- e. In the event of a vacancy of office, a special election shall be held at the next regularly scheduled meeting of the Association. Advance notice of special elections is not required.

Section 3. TERM OF OFFICE

The term of the elected office shall be one (1) year commencing January 1 and concluding December 31, or concluding with the election of his successor.

Section 4. VACANCY OF OFFICE

Resignation from office shall be by oral or written notification to the Chairman, except that resignation of the Chairman shall be to the Secretary.

Section 5. DUTIES OF THE CHAIRMAN

The Chairman:

- a. Shall administer association affairs.
- b. Shall appoint committees, specifying the goals and functions thereof, and shall be responsible for maintaining committee activity toward those stated goals.
- c. Shall appoint a Database Manager.
- d. Shall appoint an Internet Services Manager (ISM).**
- e. Shall preside at the Annual, Board, Special, and General Meetings.
- f. Shall not vote, except in the case of a tie, in which case he shall cast the deciding vote.
- g. Shall be an ex-officio member of all committees.
- h. Shall be responsible for the adherence of the Association to its Articles of Incorporation and Bylaws.
- a) If the elected Chairman is a delegate member of a club or organization, pursuant to ARTICLE I, Section 1b, the vote of the Chairman shall be delegated to an alternate member of the Association, of the Chairman's choosing, who shall exercise independent discretion in casting the deciding vote. No member may be selected as an alternate who, by reason of absence or abstention, did not cast his own vote prior to the Chairman's selection of an alternate. (Amended 12/17/2005) (Deleted 12/5/09)

Section 6. DUTIES OF THE VICE-CHAIRMAN

The Vice-Chairman:

- a. Shall assist the Chairman in the Discharge of his duties.**
- b. Produce the association newsletter.**
- c. Shall assume the duties of the Chairman in his absence.**
- d. Shall be the liaison between TASMA and other frequency coordinating bodies.**

Section 7. DUTIES OF THE SECRETARY

The Secretary:

- a. Shall retain Association records.
- b. Shall record the minutes of all meetings of the Association, including General, Board, Annual and meetings, and prepare those minutes for publication, if necessary.
- c. Shall prepare membership mailings in accordance with these Bylaws.
- d. Shall distribute official correspondence and committee reports as required or directed by the Chairman of the Association.
- e. Shall transmit to each new member a copy of the Articles of Incorporation and Bylaws of the Association and shall provide copies thereof to other members on request.
- f. Shall maintain and keep all Association minutes, correspondence and other records and surrender these Association files to his successor.
- g. Shall receive all membership applications and retain records of such applications.**

Section 8. DUTIES OF THE TREASURER

The Treasurer:

- a. Shall maintain financial and property records of the Association.
- b. Shall collect membership dues.
- c. Shall arrange that signatures of the Chairman and Treasurer are registered with depositories of Association funds.
- d. Shall disburse moneys, and shall retain copies of bills, vouchers, and receipts to substantiate disbursements.
- e. Shall submit quarterly financial statements of the Association to the Board of Directors and the Association within 45 Days of the end of each quarter, and an Annual Report at the Annual Meeting.
- f. Shall be subject to annual financial audit at such times as may be required by the Chairman.
- g. Shall surrender Association financial records and funds to his successor upon termination of his term.
- h. Shall maintain the membership database.**
- i. Shall process the membership applications.**

Section 9. DUTIES OF THE MEMBER AT LARGE (Amended 06/05/98)

The Member at Large:

- a. Shall be responsible for leading membership drives and retaining and increasing association membership.**
- b. Shall be responsible for obtaining membership statistics.**
- c. Shall be responsible for determining membership status and eligibility for voting.**
- d. Shall be the liaison between TASMA board and the general membership.**

~~Section 10. DUTIES OF THE MEMBERSHIP DIRECTOR (Added 12/5/09)~~

~~The Membership Director:~~

- ~~a. Shall maintain the membership database.~~

- ~~b. Shall process all membership applications.~~
- ~~c. Shall be responsible for leading membership drives and retaining and increasing association membership.~~
- ~~d. Shall be responsible for obtaining membership statistics.~~
- ~~e. Shall be responsible for determining membership status and eligibility for voting.~~

~~**Section 11. DUTIES OF THE INTERNET SERVICES MANAGER** (added 12/5/09)~~

~~The Internet Services Manager (ISM):~~

- ~~a. Shall prepare and submit an expenditure plan for inclusion in the annual budget.~~
- ~~b. Shall arrange and manage the services of an Internet Service Provider (ISP) and shall approve invoices associated with the ISP. The ISM will keep the Board advised of all agreements with the ISP.~~
- ~~c. Shall arrange for and maintain a domain name for TASMA.~~
- ~~d. Shall maintain mailing lists as requested by the Board and update these lists as requested. The ISM shall moderate use of these lists in accordance with direction from the Board.~~
- ~~e. Shall arrange for a Webmaster to maintain a TASMA web site under the direction of the Board.~~
- ~~f. Shall maintain a file server for use by the Board, the Newsletter Editor, the database Manager, the Technical Committee and other entities identified by the Board. Access privileges shall be maintained in accordance with Board direction.~~

Section 12. REMOVAL OF AN OFFICER (Renumbered 12/5/09)

- a. Any officer of the Association may be removed from office for acting outside of these Bylaws, neglect of duty, or otherwise putting the association in possible jeopardy.
- b. An officer can only be removed by a majority vote of the Association voting members at a general meeting or a special meeting.
- c. A motion to remove an officer must be made and seconded from the floor at a general or special meeting, at which time it becomes an agenda item for the next general meeting or special meeting.
- d. All members of the Association must be notified of the motion to remove said officer, and the time, location and date of the General or special meeting in which the vote regarding the removal of the officer will take place, not less than (1) week prior to the meeting.
- e. Upon an officer being removed from office, Article II, Section 2d of these Bylaws shall govern the election of a replacement officer.

ARTICLE III - COMMITTEES and APPOINTED POSITIONS

Section 1.

- a. The Technical Committee shall prepare and submit a Band Plan and Technical Standards to the membership for approval. These documents will describe the spectrum plan for the 2-Meter Band and the functional standards for having coordination on this band. The Technical Committee is bound by these documents, once approved. All changes to these documents require a majority approval of both the Technical Committee and the voting membership at a General or Special Meeting.
- b. The Chairman of the Association shall designate all committees and appoint a Chairman of each such committee from members of the Association. The appointments of committee members must be approved by the Board of Directors.

- c. **The Chairman of the Association shall appoint a member of the Association to be the Internet Services Manager (ISM). The appointment of the ISM must be approved by the Board of Directors.**
- d. The Chairman of the Association shall appoint a member of the Association to be the Database Manager. The appointment of the Database Manager must be approved by the Board of Directors.
- e. ~~Association appointees, committee chairs, and committee members terms are concurrent with that of the Chairman of the Association and terminate upon the termination of the Chairman.~~
- f. An Association appointee may only be removed from his appointment at the request of the Chairman of the Association with the consent of the Board of Directors.

Section 2. TECHNICAL COMMITTEE

- a. Requests for frequency coordination shall be made in writing to the Technical Committee using the forms provided by the association in compliance with the coordination guidelines established by the Board of Directors. The Technical Committee, wherever consistent with FCC Part 97, the Articles of Incorporation and Bylaws of the Association and in strict accordance with the guidelines established by the Board of Directors, shall coordinate frequencies and repeater activities in a given area based on information provided by the Applicants therefor.
- b. The applicant shall provide, at his expense, such studies, surveys, research, and findings on technical and engineering matters, including equipment design, antenna configuration and location, frequency coordination, control functions, deviation levels, and related technical parameters, as may be required by the Technical Committee for the purpose of analyzing and acting upon the applicant's request.
- c. The Secretary of the Technical Committee shall be elected by the Technical Committee, from among its members, and shall maintain records, handle correspondence, and prepare agendas for Technical Committee meetings.
- d. The Chairman of the Technical Committee may appoint Sub-committees on specific subjects as necessary or as directed by the Chairman of the Association. The Sub-committee Chairman shall be appointed by the Chairman of the Technical Committee, with approval of the Board of Directors.
- e. The Technical Committee shall meet to address pending applications for frequency coordination and other matters, at such times and places as shall be designated by the Chairman of the Technical Committee.
- f. A report of actions taken by the Technical Committee shall be returned to the Board of Directors, the applicant, and all other affected parties as soon as possible after the meeting at which the applicant's request was considered, but not to exceed (45) days.
- g. The decisions of any TASMA Committee may be appealed by any member of the Association to the Board of Directors, but may not be appealed to the committee. All appeals must be in writing explaining the points of the appeal and contain supporting documents, and must be made no later than 90 days after proof of notification of the committee action or decision. The Board of Directors must review and act on a properly submitted appeal within 90 days of receipt of the appeal. A decision of a TASMA committee can only be overturned by a majority vote of the TASMA Board of Directors. The decision of the TASMA board of directors on an appeal shall be final.
- h. The Board of Directors may overturn, reverse, or modify the actions or decisions of committees if they are found to have been made in violation of these Bylaws.

Section 3. DATABASE MANAGER (Amended 10/27/00)

- a. The Database Manager shall be responsible for maintaining and keeping current a database of all repeater coordinations.
- b. The Database Manager shall provide the Board and Committee Chairs all information requested from the database.
- c. The Database Manager shall be provided all information regarding new coordination, and changes in coordination. (Amended 10/27/00)
- d. The Database Manager shall produce and forward completed frequency grant forms and notifications to the technical committee after coordination information has been received and entered in the database.
- e. The Database Manager shall not provide any information from the Associations databases to any parties except the Board of Directors and Association Committees with out the prior approval of the Board of Directors.
- f. The Database Manager shall return all Association records and databases to the Board of Directors at which time his appointment is terminated.
- g. The Association databases are the sole property of the Association.

Section 4. The Internet Services Manager (ISM):

- a. Shall prepare and submit an expenditure plan for inclusion in the annual budget.**
- b. Shall arrange and manage the services of an Internet Service Provider (ISP) and shall approve invoices associated with the ISP. The ISM will keep the Board advised of all agreements with the ISP.**
- c. Shall arrange for and maintain a domain name for TASMA.**
- d. Shall maintain mailing lists as requested by the Board and update these lists as requested. The ISM shall moderate use of these lists in accordance with direction from the Board.**
- e. Shall arrange for or may serve as Webmaster to maintain a TASMA web site under the direction of the Board.**
- f. Shall maintain a file server for use by the Board, the Newsletter Editor, the database Manager, the Technical Committee and other entities identified by the Board. Access privileges shall be maintained in accordance with Board direction.**

ARTICLE IV - MEETINGS

Section 1. GENERAL (Amended 10/27/00)

- a. The general membership shall meet three (3) times a year, April, August and December. Each meeting shall be preceded by an agenda, to be transmitted in writing and/or electronically at least (14) days prior to the scheduled date of the meeting.

- b. The December meeting shall be the Annual Meeting. (Amended 10/27/00)
- c. Special Meetings may be called by the Chairman or by majority vote of the Board of Directors to conduct business that cannot be deferred until the next scheduled General, Technical or Annual Meeting. If any regular business (with the exception of amendments to the Bylaws of the Association) is pending at the time a Special Meeting is called, such regular business may also be conducted, without notice, at such Special Meeting.
- d. The Board of Directors may meet separately to conduct business other than coordination issues and appeals.
- e. Meetings shall be conducted in accordance with the Bylaws of the Association and in accordance with parliamentary practice as set forth in the most recent edition of Robert's Rules of Order.
- f. For purposes of determining a quorum, annual general and special meetings shall require the lesser of 15 members, or a 10 percent attendance of the regular members in good standing to conduct business. Board meetings shall require a majority attendance of the officers, and committee meetings shall require a majority attendance of the committee members. (Amended 4/13/2002)

Section 2. NOTIFICATION OF MEETINGS

- a. Any group or individual being placed on a meeting agenda shall be sent notification of said meeting at least (14) days in advance of the meeting. They shall also be sent the location and time of the meeting, and subject of the said agenda. (Amended 06/05/98)
- b. Each member shall be notified in writing of the time and place of the Annual Meeting at least (14) days in advance of the Annual Meeting. Such notification may be concurrent with the transmittal of the agenda of the Annual Meeting.
- c. All members of the Association must be notified of the motion, time, location and date of the General or special meeting in which the vote regarding the removal of the officer will take place not less than (14) days prior to the meeting.
- d. Association notices may be made by US postal mail, website, e-mail or other electronic means.**

Section 3. ORDER OF BUSINESS

- a. The business of the Annual Meeting shall be conducted in the following sequence:

<i>1. Registration</i>	<i>7. Committee Reports</i>
<i>2. Call to Order</i>	<i>8. Unfinished Business</i>
<i>3. Introductions</i>	<i>9. Election of Officers</i>
<i>4. Approval of Previous Minutes</i>	<i>10. New Business</i>
<i>5. Treasurers Report</i>	<i>11. Next Meeting Date/Location</i>
<i>6. Correspondence</i>	
- b. Special Meetings may follow any order of business or agenda determined to be appropriate by the Chairman of the Association or the Chairman of the Committee or Sub-committee which has caused the Special Meeting to be called.

Section 4. BALLOTING

Balloting at Meetings, shall be of eligible votes cast on a ballot as verified and determined by the Secretary.

ARTICLE V - COMMUNICATIONS

Section 1. COMMUNICATIONS

A copy of any communication or statement by or addressed to the Association or its officers, which in the opinion of the Chairman of the Association is of interest to the general membership, shall be transmitted by regular mail to each member, by the Secretary of the Association.

Section 2. CONFIDENTIALITY OF COMMUNICATIONS

Correspondence or communication concerning personal phone numbers, system control information, exact repeater site location, or other information of a personal or sensitive nature may be requested by the person making the communication, or any other person having a reasonable interest therein, to be held in confidence by the Association, and such information shall be withheld from publication or public scrutiny.

ARTICLE VI - DUES (Amended 10/27/00, 12/06/08)

- a. The dues for membership in the Association shall be recommended by the Officers of the Association, which shall be due and payable upon application for membership and **subsequent year renewals** thereafter. In the absence of action on the part of the Officers, the dues are established at **Fifteen Dollars (\$15)** per year. The Officers may recommend a change to the dues at any time by formal vote and the change shall be voted on at the General meeting. If approved, it shall become immediately effective. (Amended 4/9/2005, 12/06/08)
- b. Failure to remit dues within ninety (90) days after membership expiration shall result in the member being dropped from the membership. Any person so dropped from membership may seek reinstatement to membership only upon resubmitting of an application for membership and the membership dues to the Secretary of the Association. (Amended 10/27/00, 12/06/08)
- c. TASMA shall adopt a fiscal year beginning on 1 January of each year and extending through 31 December. (Amended 12/06/08)

ARTICLE VII - PROPERTY OF THE ASSOCIATION

- a. The Association may acquire, hold, and dispose of real and personal property in accordance with Articles of Incorporation of the Association.
- b. Distribution of funds or interest in real or personal property, shall be on an equal basis to each member in good standing of the Association at the time the distribution is made.
- c. In the event that it becomes necessary for the Association to dispose of real or personal property, the preferred disposition shall be liquidation of the property for cash. The method of liquidation, and the reasonable or fair market value of the property to be liquidated, shall be at the discretion of the Technical Committee.

The Bylaws were revised and adopted at a General Meeting held 6/5/1998 and superseded all prior issues. The revised Bylaws were first officially published 6/19/1999 following ratification by the 1999 Board. Amendments to the Bylaws were approved on 10/27/2000, 4/13/2002, 4/9/2005, 12/17/2005, and 12/06/2008 by the General Membership. Amendments are noted in the body of the document.