

2004 ANNUAL MEETING
ARRL BOARD OF DIRECTORS

Document #18

Report of the Membership Services Committee (MSC)

Members:

Day, Coy, N5OK (Chair)
Bodson, Dennis, W4PWF
Craigie, Kay, N3KN
Edgar, Bill, N3LLR
Frenaye, Tom, K1KI
Vallio, Bob, W6RGG
Weaver, Jim, K8JE
Mills, Wayne, N7NG, (Staff Liaison)

This report will supplement the MSC report to the Board of Directors dated July 9, 2003. Extensive discussions were held on the MSC reflector addressing several issues which were formalized in a teleconference on November 20, 2003. (See minutes) No face to face meetings have been conducted this period.

The committee continued discussions on the issue of an AM endorsement for WAS. Upon examination it was obvious that unlike DXCC the WAS had no "Phone" endorsement. Endorsements for the basic mixed mode/band award and any of the specialty awards are available only for SSB, CW, Novice, QRP, Packet, EME and any single band. Since there was no "Phone" endorsement those working WAS with AM were excluded from a "Phone" endorsement since they were not operating SSB.

We are in agreement that there should be a Phone award with several subcategories, such as SSB, AM, FM, etc. These subcategories could be issued without numbers as the Digital award is now. We will have a recommendation for the board at the January meeting.

The committee has recommended to the EC elimination of the Board Standing Order that established the Awards Manager program (SO 85-2.36) as amended by Minute 34 of the January 2000 Board meeting. The committee has developed a Standard Operating Guide to be implemented by the Membership Services Department upon deletion of the SO. (See attached)

The committee reviewed a request from the Public Relations Committee to extend the PR points credited for Field Day to months outside of June. The committee recommended alternative ways to accomplish their objectives without disturbing the delicate balance of the activities that comprise Field Day.

The committee is closely monitoring DXCC processing time, the new DXCC software package and personnel levels in MSD. The much-needed new DXCC software which could help solve some of the processing time problems is still in the development stage.

Logbook of The World went on line September 15, 2003 without the new DXCC software. A rate formula has been developed for DXCC credits from LoTW but the software to be used for this function is still in the development stages.

The MSC, Contest Advisory Committee and DXAC committees have been stable this period except for the loss of Billy "Pick" Pickard, WA5PAE, Great Lakes Division representative to the DXAC. He will be missed.

Respectfully submitted
Coy C Day, N5OK
Chair

ARRL HF AND VHF AWARD MANAGER APPOINTMENT GUIDELINES

The ARRL appoints local award managers as a convenience to League members applying for Worked All States (WAS) and VHF-UHF Century Club (VUCC) awards and endorsements. HF Award Managers may check applications for Worked All States, 5-Band Worked All States, and WAS endorsements. VHF Award Managers may check applications and endorsements for VUCC. An individual may hold both HF and VHF Award Manager appointments.

ARRL Special Service Clubs may nominate HF and VHF Award Managers. In addition, ARRL Affiliated Clubs specializing in VHF/UHF/microwave activity may nominate VHF Award Managers. Appointments are made by the ARRL Membership Services Department (MSD) and may be terminated by the MSD.

Award Managers are encouraged to offer their services to hamfests, conventions, and other ham radio public events.

HF and VHF Award managers

1. Must maintain ARRL membership.
2. Must check all applications carefully, objectively, promptly, and in accordance with current award rules.
3. Will provide up-to-date telephone numbers and e-mail addresses to the Membership Services Department. Must permit their mailing addresses and telephone numbers to be published in the ARRL's media, including the League Web site. E-mail addresses will not be published on the ARRL Web site without the appointee's permission.
4. Will inform the Membership Services Department promptly if they no longer wish to serve.

The Membership Services Department

1. Appoints Award Managers and may terminate their appointments when it is in the best interests of the League and the League's awards program to do so.

2. Will provide up-to-date information and instructions on award rules and fees and about procedures for handling applications.

3. Will confer with Award Managers about any errors or problems found in the applications they have checked.

Upon adoption of these guidelines, existing HF and VHF Award Managers who are not members of the ARRL will be notified by the MSD that they have 45 days in which to join the ARRL. Award Managers who do not join the League during this time period will be dropped from the roster.