

WFHB BOARD OF DIRECTORS

BOARD MEETING AGENDA for Monday April 24, 2017, 6:00pm

Hooker Conference Room #245, City Hall

201 North Morton Street, Bloomington IN

Closed Meeting: For personnel discussion

I. START RECORDING MEETING — 18:07

II. CALL TO ORDER, ATTENDANCE

Present: Jar Turner, Charlotte Wager, Jean Hollinger, Julie Thomas, Sara Ryterband, Emily Jackson, Tom Henderson Pam Davidson, Sheryl Mitchell

Absent:

Guests: Cindy Boule. Sarah Vaughn.

III. Public Comments - None

IV. Old Business

- SarahR moves to approve and JulieT seconds motion to approve March 2018 BoD meeting minutes
- Greetings to Charlotte Wager and Ron Bronson

V. Reports

GM Report (appended)

- Pam believes that the website difficulties contributed to the decrease in contributions
- Pam says that other giving will require a tutorial about planned giving

President Report

- Emily: There is no report, but perhaps this is a good thing. But adds, let's thank Bet Savage is retiring, and we sent flowers from her friends at WFHB.
- (WRT Annual Meeting Awards) EmilyJ suggests a review of the category of rewards at the meetings.
- Jar says that the categories will be limited
- Emily says it's the staff's choice
- Jar says categories are open-ended; making up categories

Finance Report

- JulieT: Notes that aiming for the June Meeting a very specific goals for 2017/2018 goals will be stated for timing of budget goals.
- May finance committee will review a preliminary budget (May 16th).
- Sarah asks about goals for specific events leading up to EoY. Goals for all constituencies are desired.
- Emily asks where we go into our line of credit.
- Julie states what our balances are on the Finance Committee and will add cash flow and LoC
- Emily says the history will be useful
- Julie says it's hard to track; the gates have changed, and so hard to protect

Committee Reports

- Music Committee Will Be Rejuvenated

- DJ Sound Evaluation Form and Guidelines that need to be updated. Need DJ self-evaluation
- Jar adds how DJs sound during Fund Drive to self-evaluate against a set of questions; basics that were cited; some were sub-optimal
- Pam and Emily say: good idea
- Jar says people NOT paying attention to their email; people not showing up for pitching sessions; need enforcement
- Pam adds Development Committee says some very good pitches, more than the bad ones
- Julie Jar,: stripe and credit card fees are high. Interns says fees are high. We're losing that money. Credit cards expire and so ACH/checking is better and lower money
- Jar wants to add ACH to the website.
- Emily says we need language for DJs
- Pam says the catcher can do this; also wants website changed.
- Cindy volunteers to volunteer someone; will coordinate as the Volunteer Coordinator
- Emily met with Char re-committees.
- Request committee BoD reps send their constituent members to the Board Secretary

Annual Meeting Discussion

- General: June 2nd is the date. Do we know what we're doing? Is there a phone call contact made to Participating Members and is there a new new email address. List cull?

NFCB Discussion

- NFCB Database. options for group health insurance. Jar was supposed to get the benefits but Jar will check. Julie says that the other options will be useful. If there's a cost-benefit analysis.

Vi. New Business

Billboard Discussion

- Jar explains:
 - Lamar Advertising will do a trade-out/in-kind; WFHB invests in the vinyl
 - Exec comm gave jar go ahead
 - We need to determine the in-kind value of the Lamar trade.
- SarahR explains in-kind values
- Jar sought clarification on GL in-kind expenses
- Pam and Sarah re-explain and again.
- Tom talks about the contract
- Julie talks about in-kinds; document all in-kind donations
- Pam asks boards (8-10, 6-8wks)
- Julie says before main meeting come with coffee for budget review @May Board Meeting

General Discussion

- SarahR thanks JulieT and station for Monroe County Minutes
- Discussion WRT Board Commitment form; newly changed (offered by Pam) to be passed out and voted.
- Sexual Harassment training that board + staff is offered (said to Pam for her update) for board members it's required by the CPB; volunteers are not required to take training (however, we licensed the courseware for the board + staff + four interns)

- SarahR says that people that are in charge PD says it has to do with control (legally responsible and staff)
- SarahR long ago we talked about the fact that volunteers are "staff" but they are not.
- Tom Suggests a sexual harassment volunteer form
- Pam suggests less
- Code of Conduct says it's somewhat covered - CindyB
- Emily says in the policy
- PamD: we can tweak this in the code of conduct and officers are probably included in the CPB CSG requirement

Action items

- Board Commitment form and forms for Annual meeting
- Jar NCFG benefit details
- SarahR annual meeting
- Development Committee to come up with a way for sustainers to move from from CC to ACH
- Julie adds loc and cash balances.

Meeting adjourned at 19:41

Next Meeting: May 23rd at 6 pm, Cit Hall, Hooker Conference Room