

WFHB BOARD OF DIRECTORS MEETING AGENDA

Monday February 24, 2020 6:00pm
Hooker Conference Room #245, City Hall
401 North Morton Street, Bloomington INI.

START RECORDING MEETING

CALL TO ORDER, ATTENDANCE OF BOARD MEMBERS

Present: Chuck Beckett, Sheryl Mitchell, Jan Walker, Jar Turner, Tom Henderson, Sarah Lyttle

Absent: Pam Davidson, Emily Jackson

Guests: Jim Quinn, Sarah Taylor (See Resolutions)

II. OPEN FOR PUBLIC COMMENT

III. REVIEW / APPROVAL OF MINUTES

IV. Review January Action Items

Policy Committee status of cash management policy

Sarah and Jar meet to sketch out health plan options

Emily puts Jar's goals on the Slack Channel

Org chart to be posted on Slack Channel

Strategic Plan on April radar; will be distributed, for use as amendments.

WFHB Spring Fund Drive firmly scheduled for April 1-11, 2020

V. REPORTS

A. General Manager Report

-New Grant Writing Subcommittee

-News Director passes probation

-SarahT will be helping designing a health plan

-Music Director will be split into two directors

-A work study intern from Ivy Tech will be used to assist in the Music Director transition

-Search begins after the June 2020 Annual Meeting

-We have a new social media intern

B. Finance Report

C. Development Comm Report

D. Committee Comments

VI. OLD BUSINESS

Health Insurance - Tabled until March 2020

VII. NEW BUSINESS

Board candidates

-Board Candidates are brought forth; James Quinn and Sarah Taylor

-Chuck Beckett nominates Jim Quinn for the board; Sarah Lyttle seconds. Carried. (Charlotte Wager's Spot).

-Julie Thomas resigns the WFHB Board and as Treasurer

-Sheryl Mitchell nominates Sarah Taylor for the WFHB Board, Jan Walker seconds. Carried

-Jan Walker nominates Sarah Taylor as WFHB Treasurer, Sheryl Mitchell seconds.

Carried. WFHB Welcomes new board members Sarah Taylor and Jim Quinn. WFHB recognizes the sincere and energetic contributions that Julie Thomas has made to the station and wishes her best in the future.

New dates for Spring Fund Drive become April 1-11th, 2020

-Food for Fund Drive - Jan Walker becomes Lieutenant; makes suggestions.

-Board members become deputized to help with deliveries for the food for Fund Drive

Brown County Hour is writing a grant; Sarah Lyttle will send to the executive committee for approval.

Board thanks and notes the actions and members of the new Grants Subcommittee for their help!

VIII. ACTIONS: End Meeting With Outline of Actions to Complete

Upcoming Events

Meet The Media Event Feb 29th Lincoln St Boys Club 9:30-12:30pm

Fund Drive Pitcher Training W/B March 11th and 18th times TBD

Fund Drive April 1-11th

Upcoming Board Meetings

Monday March 23rd, 6pm - Hooker Room — NOTE the 4th Monday, not the last Monday

Monday April 27th, 6pm - Hooker Room

Your online vote for approval or stipulation is requested. Thanks to all who attended. Tom

20200224 GM Report

What's happening?

- Forming Grants committee to focus on small grants with volunteers David Lyman, Sarah Lyttle, Juliana Daily, Vera Grubbs and more. First tentative meeting: Wed, March 4th.
- Job Evaluation for Kade Young near completion. Need to work on setting measurable goals. Will have by 2/27, releasing him from his new hire probationary period.
- Job Evaluation for Jim Manion near completion, as well. Will have by 2/26.
- Fine-tuning comprehensive lists of Music Director tasks to split into two roles, one as music director and one as Operations assistant. Operations roll to bill filled by Ivy Tech work study
- Hired Social Media Intern Biana Pugliesi, who heard Kade present to journalism class. Hired Summer intern to perform the same tasks, also from the class Kade presented in. Now tracking social media analytics.
- Kade and Sydney are now supporting Volunteer Coordinator during monthly orientations, which helps her and fills in gaps on what is needed in the News Department in regard to training, data collecting, etc.
- [Updated Revenue Projection](#)
- Line of credit paid off.
- SD Player replaced. Functions differently than previous one so staff is exploring new protocols for promos and PSAs.
- Guest for "Meet the Media" event at MCPL to discuss ways Non-profits work with media.
- Bloomington Music Expo - Rcvd nearly \$1000 from Visit Bloomington from door. Added about 50 names to our donor list by giving away old Local/Lotus Live CDs in exchange for signing up. Thanked BME and VB via social media.
- New/Renewed Underwriting...Unlocking The Spectrum, IU Center For Rural Engagement, Bloomington PRIDE, Monroe County History Center

On the horizon...

- WFHB Quarterly Meeting notice posted. Monroe County History Center - 3/14 @ 12:30 pm. Rental space is worth \$35 per hour, given in kind with underwriting acknowledgements. June 12 and Sept 12 dates confirmed.
- Spring Fund Drive - April 1~11 (Help needed procuring food donations)
- Performance Evaluations for Jeffrey and Sydney
- Nom Com, - May 12-15. Travel Expenses: \$169/night plus taxes and fees
- Getting PSAs, both prerecorded and live-read, back on the air.
- Catching up Bank Reconciliations
- Meeting with Sarah Taylor to discuss Marketplace Insurance options
- Identifying inconsistencies in our current podcasting operations. Some shows posting, some not. Some have no image or description.
- Strategic Plan work and retreat!