

## WFHB BOARD OF DIRECTORS MEETING MINUTES

Monday April 26, 2021 6:00pm

ZOOM

### I. CALL TO ORDER, ATTENDANCE OF BOARD MEMBERS

Present: Sheryl Mitchell, Tom Henderson, Sarah Taylor, Emily Jackson, Pam Davidson, Jar Turner, Mark Hood, Chuck Beckett, Sarah Lyttle

Absent:

Guests: Darran Mosley

### II. OPEN FOR PUBLIC COMMENT

### III. REVIEW / APPROVAL OF MINUTES

#### IV. Review March Action Items

Jar — finalize Job Descriptions - jobs posted

Emily — remind Jar to schedule CAB meeting

Jar — create top of the hour announcement, replace Ivy Tech, with City of Bloomington, will run it by Alex Crowley first

### V. REPORTS

#### A. General Manager Report (will be attached to approved minutes)

-Catcher shifts for Fund Drive are possible.

-We received programming from Harmony School and broadcast it; a relationship evolves.

-Introductions of board members were made to Darran, who considers possible candidacy to the board

#### B. Finance Report

-QuickBooks Rehab Team has been adjusting journal entries and revamping acc'd to audit suggestions

-CSG and associated grants were explained; we're within 5% of budget projections.

#### C. Development Comm Report

#### D. Committee Comments

-Ass't Program Director and Development Director open positions discussed. No resumes as yet for Ass't Program Director, therefor outreach will increase (see action items). A few resumes in but no action yet regarding Development Director position.

### VI. OLD BUSINESS

Strategic Planning - updates each month through June 2021

Board Recruitment - message to the membership regarding candidates by May 13

### VII. NEW BUSINESS

Spring Fund Drive

Schedule CAB meeting

Jim Manion's last day, Friday May 28

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

Jar

-Update Catcher Schedule and -Outreach for Job postings: social media

-Reach out to volunteers

-Contact IVY TECH and WIUX

--Indiana Broadcasters Association

--Indiana Media Watch - Blain Thompson

Sarah Taylor

-Contact Stampfli about Employer Retention Credit

Tom

-Research/seek IT appraiser for equipment (for in kind donation)

-Contact German American about money market and/or other avenues for cash reserves

-Research the deed for the building regarding the split of the original firehouse

Emily

Check IDS job postings

Outreach for Asst. Program director in social media

Bloomington What's Going On

## 20210426 GM Report

### What's happening?

- Spring Fund Drive. We have spared the usual donor mailing in honor of Earth Day and we have a limited number of programmers on the air. We are off to a slower start than usual but next week we'll be moving full speed ahead and trying to fill up the DJ schedule and possibly arrange for some vaccinated catchers at the station.
- I'm working with Programmers on access to the building and with Policy on general guidelines for recipients of access cards. Access to the building is regulated by software so that programmers get in based on a schedule using an access card. There have been some unfortunate logistical challenges with the software but it's fixed now.
- We received additional \$182K windfall money from CPB as part of the latest economic stimulus package. This is great for our cash reserves, but in no way leaves us off the hook to meet our revenue threshold of \$300K by Oct. 30. Of course the additional funds received from the CPB don't count toward the threshold.
- I've hired Development Intern Michael Hicks. In the past week he has reached out to each of our current underwriters to offer day sponsorships to acknowledge their support over the past year and is in progress for lining up additional underwriting contracts. I need additional resources to loan Michael for his internship, such as a laptop and a prepaid phone for him to make calls to donors. I will use my discretionary funds for this.
- I have been accepted by [BTCC](#) to be a practitioner in their network. BTCC led our Implicit Bias workshop in Nov. 2020. I will be volunteering to offer technical support and similar workshop and training events for other organizations, and I will be receiving additional training here as well. Each new practitioner is assigned a mentor and my assigned mentor is William Morris, former WFHB DJ. I'm looking forward to working with others in the network and bringing additional DEI resources into more of our training procedures and policies.
- Posted Job Descriptions for Development Director and Assistant Program Director to various websites and newspapers.
- 2021 EEO Report filed uploaded to FCC Public File and posted to our website
- Policy is in talks of establishing a Programming Committee to replace our non-functioning Music Committee. The Program Committee looks at station programming station-wide through the lens of our Mission statement. It evaluates new programs under consideration and periodically reviews programs currently scheduled.

### What's next?

- Hiring an Assistant Program Director by early May.
- Hiring a Development Director by late May/early June.
- Continuing to bring in vaccinated volunteers into the station and work with Policy on when we open fully.
- Ongoing Strategic planning through committees.