

WFHB BOARD OF DIRECTORS MEETING MINUTES – August 23, 2021 (meeting held by Zoom)

CALL TO ORDER – ATTENDANCE

Meeting was called to order at 6:02 PM. Quorum was met.

Present: Ed Long, Mark Hood, Sarah Lyttle, Chuck Bennett, Jar Turner, Jan Walker, Emily Jackson, Sheryl Mitchell, Sarah Taylor

Absent: Darran Mosley

Guests: None

I. OPEN FOR PUBLIC COMMENT

No one from the public was present.

II. REVIEW/APPROVAL OF MINUTES

Minutes of the last meeting were approved on Slack prior to this meeting.

III. REVIEW LAST MONTH'S ACTION ITEMS

- A. Jar has sent a Doodle poll to the CAB members about setting up a CAB meeting, which will hopefully occur in September.
- B. Ed and Jar are both monitoring completion of the CPB required training. 50% have completed it so far.

IV. REPORTS

A. Highlights the General Managers' Report

- 1. A DJ has recently tested positive for COVID-19. As a result, some DJ's have decided to go back to remote broadcasting and masks are again required in all areas of the building.
- 2. It is unlikely that we will meet the threshold to get funds from the CPB for this fiscal year, which ends September 30. We must raise the required funds in 2021-22 or funding will disappear the following year.
- 3. IU Cox Scholar Martha Abaddi starts August 24 for a 3-year internship. Our new Assistant News Director Noel Herhusky-Schneider started to work today.
- 4. New underwriting contracts with One World Enterprises (Pizza X, Lennie's Hive), and Community Voices for Health in Monroe County.
- 5. We received an Award Letter for the Sophia Travis Grant for \$2,500 for remote equipment.
- 6. Jim Manion retirement party was postponed. We hope to reschedule for some time in October with COVID protocols.

7. Staff evaluation process for Kirsten Payton, Kade Young and Jar Turner will begin soon.
 8. Upcoming co-sponsorship events include PRIDEFEST August 28, Lotus Festival September 23-26, Good People Good Times, 4th St. Arts Festival September 4-6.
 9. Next meeting of membership will be set for September 11.
- B. DEVELOPMENT COMMITTEE REPORT
1. No report this month.
- C. FINANCE DEVELOPMENT COMMITTEE REPORT
1. We should finish the fiscal year on the positive side, mainly due to pandemic-related funds. We won't have that next year so qualifying for the CPB funds will be extremely important.
 2. Interviews are currently taking place for a new Development Director.
 3. There has been a significant drop in Underwriting funds, which will hopefully be turned around with a new Development Director.
- V. OLD BUSINESS – Old business was not discussed.
- VI. NEW BUSINESS
- A. We will have a special session of the Board of Directors on Monday, September 27 at 12:00 PM. Guest Speaker Gail Shapiro will present on the topic of best practices for not-for-profit boards.
- VII. NEW ACTION ITEMS
- A. Board of Directors retreat still needs to be scheduled. Part of this meeting will include a discussion of Listenership Survey results.
 - B. Jar will work with CAB to set a meeting date.
 - C. Ed and Jar will push everyone to complete the required training for Harassment and Implicit Bias by the next board meeting.
- VIII. UPCOMING EVENTS
- A. September 4-6 – 4th Street Art Festival
 - B. September 23-26 – Lotus World Music and Arts Festival

SPECIAL SESSION BOARD OF DIRECTORS MEETING IS ON MONDAY, SEPTEMBER 27 AT 12:00 PM VIA ZOOM.

NEXT REGULAR BOARD OF DIRECTORS MEETING IS ON MONDAY, SEPTEMBER 27 AT 6:00 PM VIA ZOOM.

20210820 GM Report

What's happening?

- A DJ test positive for COVID-19, two days after their air shift on 6/27. Emergency measures were taken. Some DJs opted to go back to remote broadcasting while others stayed. Masks are required once again in all areas of the building. Thanks to Christine Brackenhoff and our policy committee for their deliberation, execution, and communication to membership.
- Conference call with Mark Hood, Treasurer and Andrew Charnik, CPB CSG Policy Administrator about not meeting \$300000 revenue threshold for 2021. We will have another chance to meet the threshold without penalty for FY2022. If we don't make it, we'll see CPB funding disappear after 2023.
- IU Cox Scholar Martha Abaddi to start August 24th for a 3 year internship. Will focus on Development, marketing, and social media.
- 31% have taken required CPB Harassment & Implicit Bias prevention training.
- New Assistant News Director Noel Herhusky-Schneider begins 8/23.
- New Underwriting contracts: One World Enterprises (Pizza X, Lennie's, Hive), Community Voices for Health in Monroe County.
- Received Award Letter for Sophia Travis Grant for \$2,520 for remote equipment.
- Paused bringing desk jockeys coming back into the building. We can consider opening up slots in the coming weeks, especially ahead of fund drive.
- Extended Community Advisory Board doodle poll into Sept. to try and get more members present. Criticism: CAB not diverse enough. Needs more representation of BIPOC and aged 30 years or younger. Nominations? Radio spots?
- John Dehner/Jim Manion release/retirement party postponed due to COVID-19 surge.
- Strategic planning on hold until a Development Director is in place.

What's next?

- New Fall Fund Drive dates: Friday Oct 1-Oct 10.
- Additional Development Director interviews next week.
- Participating in O'Neil semester practicum for Fall 2021.
- Meeting with Lamar advertising per upcoming billboard campaign.
- Looking at Oct 9 for Jim Manion retirement party raincheck. Looked into outdoor venues like Switchyard Park or 3rd St but they are untenable. Will need to find an indoor venue, likely with tickets sold in advance and a vaccine passport system. Many venues have implemented this policy.
- Developing a Programming Committee. Nominations? Policy committee is in the process of merging News & Public Affairs Handbook and DJ guidelines for a document that covers policy for all programmers.
- Staff evaluations: Kirsten Payton, Kade Young, Myself.
- Co-Sponsorships: PRIDEFEST August 28, Lotusfest Sept 23-26th, Good People Good Times (Brown Co.), 4th St. Art Festival Labor Day weekend.