

WFHB BOARD OF DIRECTORS MEETING MINUTES DATE

Monday November 28 6:00pm

Online via Zoom

I. CALL TO ORDER, ATTENDANCE OF BOARD MEMBERS

Present: Chuck Beckett, Jar Turner, Brooke Turpin, Emily Jackson, Mark Hood, Ben Myers, Darran Mosley,

Absent: Sarah Taylor, Sheryl Mitchell,

Guests: Rob Stewart Ingersoll

II. OPEN FOR PUBLIC COMMENT

III. REVIEW / APPROVAL OF MINUTES

- Minutes of the September 2022 meeting were approved.

IV. Review (Previous Month) Action Items

- December Board meeting scheduled for 26-Dec will instead take place on December 19th.
- Jar will publish a Strategic Planning Meeting Schedule.

V. REPORTS

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

1. Christine Brackenhoff will be scaling back from full time to part time due to the demands of her new job. Kirsten Payton will move to a full time position to take some of Christine's work as well as more operations work..
2. Radio Traffic replacement software testing continues. We'll still pay Radio Traffic license for 2023.
3. Youth Radio Director job opening has been posted widely. Applications close 13-Nov.
4. We will have weekly meetings to coordinate web site upgrades.
5. Strategic planning meetings expected to start in January.
6. Brian David, KPFA engineer will be doing an assessment of our broadcast equipment and configuration.

B. Finance Report

1. Mark led the board in a review of next year's budget.
2. We have met our CPB income requirement and will be receiving CPB funding for next year.
3. We will be hiring a full time Youth Radio Coordinator in the coming year, raising our main expense of payroll.
4. Emily Jackson moved to approve a (maximum) 2% performance raise for staff in the coming year. The motion was seconded by Chuck Beckett and approved unanimously.
5. Mark Hood moved to approve a cost of living raise for the coming year of 3.7% for all employees who have worked at the station for at least 12 months. The motion was seconded by Emily Jackson and approved unanimously.
6. Mark Hood moved that the station move Kirsten Payton to a full time position as Operations Coordinator as of 1-January 2023. Emily Jackson seconded the motion, which was passed unanimously.
7. Emily Jackson moved to accept the proposed FY 2023 budget. The motion was seconded by Chuck Beckett and passed unanimously.

C. Development Comm Report

1. The grant for WFHB's collaboration with the Limestone Post is due to be announced December 2nd, grant amount to be determined.
2. End of Year Campaign letter sent to printer, includes photos highlighting what our donors have enabled us to achieve this year.
3. Our Spring Fund Drive tentative date is 30-March through 9-April.
4. Planning lapsed donor calls, this time more of a check-in and address verification.
5. Brooke has a list of new underwriters to approach in the coming months.
6. We are planning a Donor/Underwriter appreciation party, possibly in March. Jar suggested that we might be able to use the event space at the Mill as the venue.
7. We will be using a display at the History Center to document our 30 Years of history in broadcasting. The board discussed the various spaces available at the center for the display. We'll be setting up a meeting of interested volunteers to help organize the display. Brooke also presented the possibility of displays at the MCPL main branch and the Ellettsville branch.
8. Time and Tide bumper stickers with a new design are printed, and the Hoodies given as donation incentives are almost done.
9. WFHB received a bequest from a long-time listener from his IRA.
10. WFHB will be part of the Blooming Foods positive change program for the month of March 2023

D. Committee Comments – None for this meeting

VI. OLD BUSINESS

- All board members have completed Harassment and Bias Prevention Training from CPB

VII. NEW BUSINESS

- We'll be reviewing the strategic plan, specifically items relevant to board development.

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

- December Board meeting scheduled 26-Dec will take place on December 19th.
- Jar will publish a poll for a Strategic Planning meeting.

Upcoming Board Meetings

Monday December 19th 6pm – a week earlier than normal to avoid Christmas Holiday, in the MCPL Meeting Room 2A

Upcoming Events

Our 30th birthday party will be on New Year's Eve at the Orbit Room

Local Live events are coming back, with our next one at the Bishop January 16th.

20221128 GM Report

What's happening?

- Upon budget approval, Kirsten Payton will be promoted to full time while Christine Brakenhoff scales back her hours. Christine will be strictly limited to Add Pool curation while other duties will be shifted around. Firehouse Session producer to be volunteer Abby Noroozi.
- EcoReport contributor Linda Greene passed away. Paul Smith (husband) is hosting a memorial open house Dec. 18, noon-5pm at his home at 7487 N John Young Rd, Unionville, IN.
- Two Social Media interns have begun weekly shifts at the station, Jack Paley and Tatum Norton.
- Progress has been made setting up office space in Dimension Mill. Podcast equipment has been set up for Mill members to start booking the space.
- Transmitter: Tall grass has been cleared and the fence around the tower has been expanded to make room for our solar panel. \$2,850.00 minus \$800 bartered for underwriting spots.
- Drafted Survey for website user experience stories for implementing website changes. Meeting weekly with Tech-web development crew, including recruiting a couple of web interface designers along the way.
- Wrapping up Employee evaluations for Brooke, Sundog. Kade is in progress.

What's next?

- Youth Radio Director Interviews to begin next week. 4 in all.
- Quarterly meeting: Dec 10, 2022
- Copying website to staging Server 2nd or 3rd week of December as part of plan to update website theme.
- Leveraging Podcast studio in Dimension Mill for more visibility for WFHB.
- Funds from SEEL grant from should be received after Dec 9th so we can schedule replacement of front door. Security company will need to transfer the lock.
- 30 Years of WFHB
 - A NYE Kick off Party @ Orbit Room
 - Local bands Shack Ups, Soundr Lampr, and Kay Krull to play
 - Poster displays needed
 - Local Live Remote resumes January 18th with Brenda's Friend and Foredaze at The Bishop 9-11pm. I'd like to do these monthly if we can swing it. Working with Mary Abaddi on coordinating bands and venues.
- Strategic Planning discussions to begin in January. Stay tuned for Doodle Pool.
- Updating DJ Guidelines and sending out next week.
- Meeting with IU Humanities about partnering for the next Grand Falloon festival. Additionally, we've been discussing with some folks at IU about a Bloomington Music Archive that WFHB could have heavy involvement with. More details to come.