

WFHB BOARD OF DIRECTORS MEETING MINUTES DATE

Monday February 27, 2023 at 6:00pm

In Person at MCPL and on Zoom

- I. CALL TO ORDER, ATTENDANCE OF COMMITTEE MEMBERS
Present: Jar Turner, Chuck Beckett, Brooke Turpin, Ben Myers, Aja Essex
Absent: Emily Jackson, Sheryl Mitchell, Sarah Taylor, Mark Hood
Guests:
- II. OPEN FOR PUBLIC COMMENT
- III. AJA ESSEX INTRODUCTION
 - a. Working over the last couple of months to reinject energy into Youth Radio
 - b. Doing a ton of outreach in the community
 - c. Creating curriculum for Youth Radio, including different tracks that kids can pursue (music, news, engineering, etc.)
 - d. Planning to be a bigger presence at WFHB and will be reporting more at the Quarterly Meeting on Saturday.
 - e. Several new kids have been trained and/or are in training.
 - f. Looking to expand the presence of Youth Radio beyond WFHB.
- IV. REVIEW/APPROVAL OF MINUTES
 - a. No review of minutes
- V. Review (Previous Month) Action Items
 - a.
- VI. REPORTS
 - a. GENERAL MANAGER'S REPORT
 - i. With departure of Kirsten Payton, we have prepared a job listing for a full time position in the role of Assistant Program Manager.
 1. The next big effort will be to get that out there and get as many eyes of potential applicants as possible.
 - ii. Jar filed an extension on the CPB Financial Reporting requirements.
 - iii. Christine Brackenhoff has taken a new nursing position and will be freed up for a bit more flexibility in her involvement with WFHB.
 - iv. We are going to be moving out of our office space at the Dimension Mill and are looking for other office opportunities.
 - v. Broadcast our first Local Live performance from Brown County on February 15.
 - vi. Have been working with Chuck on development committee to develop a plan for upgrading the website, and have put a survey together, which they request board and staff members complete.

- vii. Jar sent out the annual DJ Guidelines, as it has been a while. The hope is that this will tighten up on air content in line with the guidelines.
- viii. In late January, the staff and executive committee met to review personal goals and personal staff members' goals. There will be more to come on that.
- ix. Sonic Blackness has been launched with Anne Charles, and organized around the Black Experience.

b. DEVELOPMENT COMMITTEE REPORT

- i. We have a couple of grants coming up.
 - 1. Indiana Arts Commission application due in coming week, and we will be applying for the Block Rocker.
 - 2. Bloomington Arts Commission opened up their RFP, and we will be applying for support for Local Live programming at \$4,000.
 - 3. Indiana Humanities Action grant is available on a rolling application process (at the end of each month). Brooke is thinking about applying for Youth Radio.
- ii. Spring Fund Drive is coming up and less than a month away.
- iii. Bloomingfoods Positive Change is starting on Wednesday and will run through the end of March.
 - 1. We have 16 days set up for tabling, but only 1 of those is on the west side.
 - 2. If you are open to tabling on the west side, let Brooke know.
- iv. The Sustaining Donors retention event will be held at the Waldron Arts Center on July 20, and is currently in the process of being planned.
- v. Jar and Brooke are working on the Granfalloon participation in June. There are a lot of opportunities being offered, and they are planning to figure out the best for us to increase visibility.
- vi. Brooke could use help from board members doing calls to people whose credit cards have failed.
- vii. Brooke also requested that board members consider the roles they would like to play during the Spring Fund Drive.

c. FINANCE REPORT

- i. We are solvent.
- ii. We continue to budget and prepare for the growth of staff, but we are financially in pretty good shape!
- iii. We still have money in our money market, which can be accessed in case of an emergency.
- iv. Over 200K in our unrestricted account
- v. ~40K in our restricted account.

- vi. Solar transmitters were installed over the weekend with a good amount of volunteer involvement for WFHB and then by Rotary North.
- vii. Received a grant from Rotary North for \$6,000 and set things up to be expanded in the future, as needed.
- viii. Installation was done by a friend of the station, who donated part of the labor as an in-kind donation.

d. COMMITTEE COMMENTS

- VII. OLD BUSINESS
- VIII. NEW BUSINESS
- IX. ACTIONS

Upcoming Board Meetings:

Monday March 27, 6pm

Upcoming Events

Quarterly Meeting March 4 @ MCPL Room 1B & 1C
Spring Fund Drive Thursday March 23 - Sunday April 2

20230227 GM Report

What's happening?

- Kirsten Payton's last scheduled day is March 5th. I've drafted a job description for Full time Assistant Program Director. It was approved by the Personnel Committee. Now the job needs to be advertised. I aim to get someone in place by the end of March.
- I filed an extension for CPB Financial Reporting since our financial statements are not ready. It's now due April 14, 2023. I've made it through the initial audit requests, although it took some time and that's why we are behind with our CPB filing.
- I met with Christine Brackenhoff to discuss her schedule moving forward after her new full-time nursing position starts. I'm relieved that she'll have more flexibility for WFHB tasks and now has some weekday availability on Fridays.
- WFHB will be out of Dimension Mill by end of day February 28. We are currently looking for office space in other locations, such as Fountain Square and on Kirkwood.
- We broadcast our first Local Live remote broadcast from Brown County on Feb 18. The show was great. The crowd was great. We will do it again there later in the year.
- Our web development team has been meeting and have created [this survey](#) to get feedback on what direction we should go when we update our websites. Please take it!
- I worked with our Policy Committee on updates to our annual DJ Guidelines/contracts that have not been sent out since Jim Manion was Music Director. I've been holding out until I had the extra help, but sent out anyway as they were overdue and I would hear policy violations here and there on the radio.
- Staff and Executive Committee met to review our 2013 strategic plan and align our goals with objectives for an updated plan this year. More to come.
- Launched a new program called *Sonic Blacknuss*, hosted by DJ Anne Charles biweekly Saturdays at 5pm. The program features Funk, Soul, Jazz, R&B themed around the black experience.

What's next?

- Our auditors have requested a second round of items for our annual audit, plus a list of items for our annual IRS 990 filing.
- Out of the office for Spring Break March 13-17
- Quarterly Meeting at MCPL rm 1B & 1C March 4, 2023 at 1:30pm.
- April Local Live remote scheduled at iFell Gallery. May at the Bishop. Lineups TBD.
- Budgeting/planning for annual Block Rocker.
- Staff will be meeting tomorrow to specifically redistribute the load for the Volunteer Orientation/intake process. Kirsten was taking the lead on these prior to her departure.
- NFCB Conference in Denver June 28-30. Early bird registration starts March 13. I'll send a motion on board Slack channel to vote on expenditure outside of our budget for an estimated total of \$4000 for three staff members to attend, including myself, our Development Director, and News Director. This covers airfare, conference fees, hotel accommodations, and food.