

WFHB BOARD OF DIRECTORS MEETING MINUTES

Date: Monday Nov 27th 6:00pm

Location: Monroe County Public Library room 2A

I. CALL TO ORDER, ATTENDANCE OF BOARD MEMBERS

Present: Brooke Turpin, Chuck Beckett, Jar Turner, Rob Stewart-Ingersoll, Ben Myers, Darran Mosley, Mark Hood, Sarah Taylor, Emily Jackson, Terry Mason

Absent: Sheryl Mitchell

II. OPEN FOR PUBLIC COMMENT

III. REVIEW / APPROVAL OF MINUTES

- All past meetings' minutes are approved.

IV. Review (Previous Month) Action Items

V. REPORTS

A. GM Report

1. Stampfli is our new CPA. We received notice from our previous CPA firm that they were no longer able to provide their services. We've done work with Stampfli before, and they are confident they'll be able to meet our deadlines.
2. Jim Lange has donated a mixing board to the station that we've already used for a Local Live remote program. We will be using an additional grant we've secured to purchase additional options for the mixer.
3. Christine Brackenhoff has submitted her resignation. Christine's new career is precluding her ability to fulfill her staff position but she has graciously given us a five month notice and will continue with her other volunteer work.
4. We are exploring the possibility of syndicating WFHB music programs.

B. Development Report

1. It would be great if board members were able to help with Thank You notes to donors and phone calls to lapsed donors.
2. We are advertising on Instagram that folks can donate \$100 and get a WFHB hoodie.
3. Brooke has received the WFHB T Shirts and is distributing them.
4. WFHB has received grants from the Community Foundation that will enable us to continue with our Deep Dive collaboration with The Limestone Post.

C. Finance Report

Mark led the board in a review of our current financial state.

D. Committee Comments

No comments or reports this month.

VI. OLD BUSINESS

None for this meeting

VII. NEW BUSINESS

Motion made and approved: Staff will receive raises as follows, cost of living raise of 3.2% effective January 1 for all employees and a performance raise of potentially 2%. The performance raise is determined by annual employee evaluation, tied to hire anniversary date.

VIII. Strategic Planning

Next meeting of ad hoc committee is on Monday December 4th at 1pm.

IX. ACTIONS:

- Board members should help out with Thank You notes and lapsed donor calls if they can.
- Upcoming Board Meetings
We have advanced the next board meeting to avoid meeting on Christmas day. Our next meeting is Monday December 18th 6pm. Venue: MCPL room 214.

Note that Personnel and Policy meets on Monday December 18th the same evening as our board meeting next month and in subsequent months on the 3rd Monday of the month.

20231127 GM Report

Development & Finance

- Our operations account is reconciled through FY23.
- Stampfli has agreed to take on our annual audit, 990 and CPB financials filed before initial deadlines without the need to file extensions. This is very good news for us to bring it back to a local CPA. We've worked with Stampfli for years with both audits and payroll.

Facilities & Equipment

- Our Facilities & Equipment crew cleared out hundreds of pounds of non-functioning equipment from Sundog's office. The idea is to make more space for other staff members who have no office space. There's still some work to do before we get to that point.
- We've received a donation in the form of a digital mixing board from Jim Lang, who with Mark Hood used it to mix the Firehouse Follies broadcast this month, as well as our first Local Live remote in The Backspace Gallery on the square. Both broadcasts sounded excellent.

Personnel & Policy

- Christine Brackenhoff has submitted resignation from the part-time Music Director position with her last day ending in February. Christine has done some extraordinary work, but is busy as a full-time nurse. I have been talking to the Personnel & Policy committee about our options to fill the position or shuffle duties to other staff positions or a combination of both. This also gives us time to consider how we continue to store music at the station: physical vs. digital.

Programming & Promotion

- I had a great meeting with *Deep 3s* producer John Burgand about the mechanics and legal requirements for syndicating select WFHB music programs or developing new ones. It's possible and there's a lot of potential, especially for some of our specialty programming and Youth Radio. It would require additional production from staff and volunteers.
- Staff has been reviewing new program proposals as a team vs. one director deciding what airs. I think it's helping to steer programming by looking at the various angles, plus some programs don't fit into just one category.

Website & Technology

- We have done incremental development on our staging server to simulate a new menu structure and information pages for an updated website. Our next steps are to review the new menu structure and fill dummy pages with our content.

Upcoming Events

- Quarterly Meeting Dec 9. 1pm at Monroe County History Center