

WFHB Board of Directors Meeting Minutes

Date: Monday March 24th, 2024, 6:00pm

Location: Monroe County Public Library, room 214

Call to Order

Present: Mark Hood, Brooke Turpin, Chuck Beckett, Ben Myers, Addison Rogers, Jo Ann Vogt, Ron Kadish, Emily Jackson

Absent: Jar Turner

Public Comments

(No one outside the board present)

Review/Approve Prior Minutes

Minutes are up to date.

Review (Previous Month) Action Items

Actions

- Jo An to serve as an alternate vote tabulator in the event that either Tom or Emily is unable to attend the annual meeting.
- Emily to send out board open positions details to Spot Online
- All of us to keep an eye out for board candidates.
- Chuck to reach out to Richard Fish/Jim Quinn and pass on a Follies distribution list to Emily.
- Brooke to send a link to the live congressional hearings of the House Oversight committee.

Staff Reports

GM Report

- Jar was unable to attend this evening's board meeting but posted a report to the Board Slack channel.

Development Report

- Brooke is working with local artists to design new premiums for the Spring Fund Drive.
- There are fund drive training sessions and signups. Everyone should check their email and sign up.
- Brooke reviewed grants and applications progress.

Finance Report

Mark presented a summary of our finances.

Committee Comments

Unfinished Business

Emily reviewed the annual election plans and spoke on board recruitment.

- Jo Ann suggested that we might want to recruit from our Youth Radio program.
- Chuck suggested we might want to recruit people active in the Firehouse Follies.
- Chuck also requested volunteers from the board who could stand in for Tom and Emily should one of them be unable to attend the annual meeting. Jo Ann volunteered.
- Emily will be using the nominations@wfhb.org email account to receive absentee ballots this year instead of the secretary account.
- Consensus was we'd all keep an eye out for candidates that would be a good fit, but the board can still appoint someone to an open position at any time should we not have candidates for the next annual election.

Emily reported briefly on the four-week non-profit board of directors training taking place at the library. The presentations are well presented, have lots of good options, ideas, and advice. The course materials are impressive.

New Business

Upcoming Meetings

- Next board meeting will be on 28-April at the Monroe County Public Library, room 214.
- Annual Meeting to be at the Monroe County Public Library on Saturday, June 14th.

20250324 GM Report

Development & Finance

- [Congress passed CR to keep the government funded, keeping CPB funding intact.](#) “The legislation provides \$535 million for CPB in Fiscal Year 2027, upholding the two-year advance appropriation for public media. “
- We’re in the home stretch of our audit. I just picked up the supporting documents they were using. We should be fine for our CPB filing due in April.
- Operations account reconciled through Dec. 31, 2024.
- I’m looking forward to weekly meetings with Mark for long term financial strategies.

Facilities & Equipment

- We’re still unable to put calls on the air. I think we just need the right cable made. Sundog has been working on this. We need to re record the auto assist as it’s currently some cheesy AI. Anyone want to volunteer to voice it!? It’s nice to not have to have all voicemails come to either myself or Brooke.
- I’ll be taking over the payment for the phone number 812.837.3076, which is the number tied to all of the phones as an emergency number. I’ve cancelled my personal number. One less bill for the station. However...
- The station has a hotspot at radio ridge tied to the bill. The charge is \$40 per month. Over ten years is \$5000. I wish to cancel it or transfer it to another account when needed. While it helped us when our STL went down and is part of our overall business continuity plan to back up our server, it’s not currently being used.

Personnel & Policy

- A [Job Description](#) posted for Assistant Broadcast Engineer. Deadline to apply is April 19. There is a bit of urgency with this. I’ll share the link to Spot Online this week. We need to expand our engineering bench. The idea is to get someone in a supporting role for Sundog that he could train. This would be a part-time hourly position, starting out about 8 hours per week. I believe we’ll have a lot of internal interest in the position. We’ll also need to consider skill sets that the station doesn’t have on staff.
- Annual EEO report updated and uploaded to FCC Public File and posted to the website.
- I’m working with our Music Director on updated Programmer Agreements to accompany Mixology 101 training.
- Josh and Brooke were both out at the end of last week for Spring Break so I took over some operations tasks.
- I’m working with volunteer engineer Marcos Drelot on more formal and informative engineer training. I’ve been thinking about this for a long time and haven’t been able to improve due to lack of time but it was Marcus who brought the idea to me.
- In preparation for the annual meeting, staff will be reconciling lists and volunteers status to get an accurate accounting of membership.
- Reaching out to CAB members is still on my to-do list. I’ve set a deadline to take action on this prior to our next board meeting.
- Jim Odom has agreed to help train DJs on MegaSeg. Shout out to Jim!
- CPB cancelled the annual anti-bias and harassment training requirement.

Programming & Promotion

- We're struggling with our Podcast distribution. Feeds are not hitting their platform destinations like Apple and Spotify. This has been an ongoing issue for a long time. It might require reaching out to Blubrry,
- Live from the BCT event this week. I've been struggling to delegate this and so it's ended up in my lap to record and put it on the air. March and April are committed but it's a little up in the air after that. I do have an engineer to train the next two rounds. Thanks to Silver Coulture for agreeing to do that.
- Youth Radio has been popping [off](#). There are tons of Firehouse Sessions on the [books](#). The News Department is wrapping up its last [Deep Dive](#) story on political divisions.
- Thanks to Chuck's technical assistance, our digital music library is now synced with a hard drive on Comp A that makes the files available for broadcast. As the library grows, an automatic sync between harddrives updates the new drive. It is also "read only" from the air room so a programmer can't accidentally or purposefully delete files from the library from the airroom.

Website & Technology

- Sophie Gorman our Ivy Tech Workstudy has been working hard to create a page on website that could integrate the dononation page from our donor database into a page that we could display premiums.