

Minutes of the Community Advisory Board of WJFF Radio Catskill meeting. Held on **December 6, 2019**, at Sunshine Hall Free Library, Eldred, New York. **Approved February 20, 2020.**

Members present: Nicole Slevin, Colette Ballew, Joseph Abraham, Mike Vreeland, Richard Riseling, Alan Svoboda, Gloria Simms (on call).

Members absent: Tasa Faronni-Butler, Kalika Stern, Rebeca Rivera-Robayo, Peter Melnick.

BoT Liaison: Steve Davis

Speaker: Anne-Louise Scandariato

A quorum being present, Nicole called the meeting to order at 6:05 p.m.

Colette made a motion to accept the December 6th agenda, motion seconded by Alan motion carried.

Dick made a motion to accept October 1, 2019 meeting minutes. Motion seconded by Mike, motion carried.

Speaker Anne Louise Scandariato presented on opportunities at the Sullivan Renaissance and its 20th anniversary. Materials were shared.

Unfinished Business:

Discussion about CAB email Address: Andrea Eddings explained to Nicole that e-mails to that address will be sent to all active members of CAB, and that we cannot login directly. Andrea sent test e-mails to all members. Nicole will send a test email to verify again.

CAB members want to opt-in to WJFF volunteer **list-serve**.

Nicole presented the **updated schedule for CAB meetings** with input from members. A new version will be shared at the next meeting.

New Survey Design: Joe and Mike presented a new survey design. Survey suggestions included:

- Add CAB to title
- For question “How do you listen to WJFF?” change “through a third party online app” to “streaming”, add to choices for “traditional radio” and “smart speaker”.
- Change “where do you live?” to “what’s your zip code?”
- Replace “additional comments” section with “Send additional questions or comments to cab@wjffradio.org”
- Add optional section so participants can add contact info.

Survey Outreach Discussion:

- Create a survey monkey
- Place link to survey on WJFF website
- Direct traffic to wjff website via Facebook
- Radio PSA
- Drop off paper copies to libraries across all the listening area

Nicole called **Executive Session** for Strategic Plan Review Report & Discussion.

New Business:

Steve presented BoT **Liaison report**.

Per CAB attendance Protocol and no response to chair check-ins, Rebeca Rivera-Robayo is removed from CAB service.

After serving over a year, Nicole requested to pass the torch as chair to Joseph Abraham. Alan Svobo motioned to accept change of position of CAB chair from Nicole Slevin to Joseph Abraham. Mike Vreeland seconded the motion. All in favor, motion carried.

Mike motioned to adjourn meeting at 8:02 p.m., seconded by Joe. All in favor, motion carried.

Next Meeting: February 20, 2020

Respectfully submitted by Gloria R Simms, Secretary.