

Approved meeting minutes of the Community Advisory Board of WJFF Radio Catskill; held on **April 2, 2020**, via Zoom Media. **Approved June 25, 2020.**

Community Advisory Board members present: Joseph Abraham, Colette Ballew, Tasa Faronii-Butler, Dick Riseling, Gloria Simms, Nicole Slevin, Kalika Stern, Alan Svoboda, Mike Vreeland

Community Advisory Board member(s) absent: Peter Melnick

BoT Liaison: Angela Page

Call to order: A quorum being present, Joseph called the meeting to order at 6:06 p.m.

Motion to accept the April 2, 2020 agenda: by Alan Svoboda, seconded by Mike Vreeland, motion carried.

Motion by Dick Riseling to accept **February 20, 2020** CAB minutes. Seconded by Colette Ballew, motion carried.

Motion by Alan Svoboda to amend December 6, 2019 meeting minutes. CAB accepted the Strategic Plan Review Report at an executive session, unanimously. Seconded by Mike Vreeland. Motion carried.

Old Business:

- **Meeting Schedule Discussion;** leave as it is.
- **BoT meeting update:** Email to Joseph from Thane dated March 31st 2020 reaction to CAB Strategic Plan Review Report. BoT has formed a work group to start evaluating and updating WJFF's strategic plan.
- **Survey update; (Mike and Joe),** Mike communicating with Barbara Demarest about our two surveys.
- **Search** for a show host to serve the growing Latino community; Nicole has begun the search within the Latino community. Communicating with one interested individual.
- **CAB Procedure Manual** to include:
 - statement of purpose of CAB
 - written description of duties for officer positions
 - term limits for positions; renewable positions, election procedures and terms for officers, etc
 - elect vice-chairperson
 - Dick, Alan, Nicole and Joseph will work on Procedure Manual. There is a Vision Statement on the website under CAB.

New Business

- **CAB Liaison report by Angela Page:**
 - Angela said she will remain an observer at the meetings and at the end she will chime in with whatever she believed might be helpful.
- **Goals and objectives:**
 - New area of focus, corona-19 virus. Should we evaluate the station's efforts to inform the public? Colette will be working on this.
- **Motion to adjourn; by Colette, seconded Tasa.** Motion carried, meeting adjourned 8:09 p.m.
- **Next meeting:** May 14, 2020

Respectfully submitted: Gloria R Simms, Secretary