

Approved meeting minutes of the Community Advisory Board of WJFF Radio Catskill; held on **August 13, 2020** via Zoom Media. **Approved September 24, 2020.**

Community Advisory Board members present: Joseph Abraham, Colette Ballew, Dick Riseling, Gloria Simms, Kalika Stern, Alan Svoboda, Mike Vreeland

Community Advisory Board member(s) absent: Nicole Slevin

BoT Liaison: Sally Stuart

Call to order: A quorum being present, Joseph called the meeting to order at 6:07 p.m.

Motion to accept August 13, 2020 agenda including new schedule-at-a-glance: by Kalika, seconded by Alan. Motion carried.

Motion to accept June 25, 2020 minutes: by-passed, no discussion.

Joseph informed the board that Peter Melnick resigned from the board. **Motion** to accept resignation by Colette, seconded by Alan. Motion carried.

Old Business:

- **CAB Procedure Manual Draft Version 1.0 presentation:** Review by Joseph. CAB adopted the first version of our Procedures and Policies Manual (PPM). CAB adopted the first version of our Procedures and Policies Manual (PPM). The PPM is an evolving document, which will be updated on an ad hoc basis, that serves as a guideline for CAB operations, procedures, and policies. Version 1.0 details CAB officer duties, elections (which will be held each December), responsibilities as explained by the Corporation of Public Broadcasting, etc. Shared on screen. Edits made. Removed draft. Motion to accept by Dick, seconded by Colette. Motion carried.
- **Strategic plan review update/station activity survey:** Joseph and Alan; no communication from BoT yet. There was some discussion regarding our recent review of the station's strategic plan and when we would be hearing from the BOT on the matter. Sally, who was present from the BOT, noted that the BOT strategic planning work group was almost finished with its review, and it shouldn't be long before we hear about it.
- **Youth Programming ideas:** Youth programming/involvement has been a discussion point at WJFF for sometime. The CAB has begun the process of brainstorming a list of organizations/individuals to possibly connect with the station.
- **Station Activity Plan:** CAB passed a motion to send correspondence to the BOT. That has been sent to Thane. We look forward to hearing back from the BOT, and if there are any follow up questions, don't hesitate to send an email to the CAB email address and the CAB will discuss it at our next meeting, which is slated for September 24 at 6 p.m. via Zoom. Motion by Alan, seconded by Colette, motion carried.

New Business:

- **Quick recap of last BoT meeting:** Dick did not attend the meeting.
- **GM response to CAB request to BoT:** not in favor of CAB recommendations.
- **Volunteers discussion:** Colette expressed concerns about how volunteers and donors are ill treated by WJFF staff. Volunteer staff is decreasing partly because of negative attitudes. Motion by Colette that CAB address these issues, seconded by Alan. Motion carried.
- **CAB Nominating and Governance Committee?** CAB board members think about creating a committee and nominations for positions for discussion at the next CAB meeting on September 17, 2020.
- **CAB Liaison report by Sally Stuart:** Ad Hoc committee has done work to broadcast Latnix music.

Public Comments: None

Motion to adjourn: by Kalika, seconded by Alan. Motion carried, meeting adjourned at 8:28 p.m.

Next meeting: September 17, 2020

Respectfully submitted: Gloria R Simms, Secretary