

**Minutes of the Meeting of the Executive Committee,
WJFF Radio Catskill Board of Trustees**

November 12, 2019 at 4:00pm, WJFF Studios in Jeffersonville NY

Approved 1/8/2020

Committee members present: Thane Peterson, President (phone), Tim Bruno, VP, John Gordon, Treasurer, Kathy Geary, Secretary.

Committee members absent: none

Staff Present: Dan Rigney

Public: Sonja Hedlund, Kit Hulit

A quorum being present, Tim Bruno called the meeting to order at 4:05 pm.

MOTION: to approve the minutes of the Exec Committee Meeting of 8-21-2019 (Geary/Gordon)

In favor: Thane Peterson, Tim Bruno, John Gordon, Kathy Geary

Opposed: None

Dan Rigney reports that the Fall Fund drive exceeded the goal of \$40K in on-air pledges. There is also \$15K in sound supporter pledges that are counted towards the drive for a total in excess of \$55K budgeted.

John Gordon updated the estimate for meeting this year's NFFS requirement of \$300K with an expected total of \$308K. The estimate includes in-kind contributions of \$40K which have been completed this year. Documentation to support that will be available before year end. The recent Auction generated \$6K in revenue. The estimated income from the upcoming Nov Music sale is \$9K and we expect to exceed that amount. We expect to satisfy the CPB's requirement for NFFS income this year.

John Gordon reports that the Finance committee will meet prior to the BOT Dec 9 meeting to finalize the proposed 2020 budget. It will include a recommendation to create a capital account for the Liberty property.

Thane Peterson reinforced the idea of the importance of a firewall between the BOT and the station's programming. He strongly disagrees with the Nom & Gov's committee intention to revise the station policy manual regarding the governance of the Programming Committee and it's oversight by the Programming Director. It was mentioned that the CAB can give feedback regarding station programming. A lengthy discussion was held on the issue which will be further addressed at the next meeting of the BOT on Nov 13.

Dan Rigney reports that he will meet with Personnel to discuss the Assistant Manager position which is now open since the departure of Andrea Nero Eddings on Nov 8. Personnel conducted an exit interview with her.

MOTION: to go into a closed executive session to address issue regarding a real estate transaction in Liberty NY at 4:35pm (Bruno/Gordon)

In favor: Thane Peterson, Tim Bruno, John Gordon, Kathy Geary

Opposed: None

MOTION: to come out of a closed executive session at 4:42pm (Bruno/Gordon)

In favor: Thane Peterson, Tim Bruno, John Gordon, Kathy Geary

Opposed: None

MOTION: to go into a closed executive session to address issue regarding a real estate issue in Jeffersonville at 4:47pm (Bruno/Gordon)

In favor: Thane Peterson, Tim Bruno, John Gordon, Kathy Geary

Opposed: None

MOTION: to come out of a closed executive at 4:55pm (Bruno/Gordon)

In favor: Thane Peterson, Tim Bruno, John Gordon, Kathy Geary

Opposed: None

PUBLIC COMMENT

Kit Hult said the Policy Manual from 2012 was not written by the BOT. Regarding the proposed policy manual updates from Nom & Gov, she said that policy manuals don't need to come from the BOT, for instance office and staff procedures are not included in any policy manual. She said the By Laws which were revised in 2014 supersede the policy manual.

Sonja Hedlund was concerned about the recent data loss from the failure of the Lord Buckley hard drive which contained all the archives from current local programs. She asked if there are now backups being made of broadcasts. Sonja was also concerned that on the website there are no archives available before summer of 2018, for instance for the program Talk Shop. Dan Rigney said he would discuss it with the programming director Jason Dole and get back to her.

Motion: to adjourn at 5:05 PM (Bruno/Gordon)

In favor: Thane Peterson, Tim Bruno, John Gordon, Kathy Geary

Opposed: None

Minutes submitted by Kathy Geary, Secretary