

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

January 8, 2020 at 3:30pm, WJFF Studios in Jeffersonville NY

Approved Feb 20, 2020

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

**Committee members absent:** none

**Staff Present:** Dan Rigney

**Public:** Valerie Mansi

A quorum being present, Thane Peterson called the meeting to order at 3:30 pm.

**MOTION:** to approve the minutes of the Exec Committee Meeting of 11-12-2019 (Geary/Gordon)

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

Opposed: None

Financial reports from 12/31/2019 were reviewed. The current statement shows total 2019 income of \$368K and expenses of \$368K with a small deficit of -\$3.8K. Staff will clarify this data point with contract bookkeeper.

Income from Business underwriting was budgeted at \$30K for 2019 and has fallen short by \$11K. The current underwriting program is under review by DCOC with possible changes to be proposed at a later date.

Income from members (pledges) was budgeted at \$175K and has exceeded that amount by \$14K, a very strong showing for listener support.

Expenses for Programming fees of \$48K are lower than expected by \$12.7K for the year. The merger of PRI and PRX has lowered their fees and also NPR fees are lower.

The 2020 Budget as presented to the full BOT at the last meeting was reviewed. Expenses for the Liberty Project will be included in the budget prior to the next full BOT meeting on Monday Jan 13.

There are no updates regarding the status of the Liberty Project and the NYS grant.

Dan Rigney reports that we received 30 applications for the Assistant Manager position with a deadline of Jan 3. Dan and the personnel committee chair will contact the qualified candidates soon with interviews expected to start next week. Applicants interested in Part time work are not being considered. We expect to hire by Feb so that Kit Hult, who has been volunteering her time to cover the job responsibilities, is available to train the new hire. Kit will no longer be available starting in March.

NFFS (Non-federally-funded-sources) revenue for 2019 is expected to be \$308K and will satisfy the Corporation for Public Broadcasting requirement for further funding. This is the final year of our status as "In transition" with CPB as we have not met the requirement in previous years. The CPB NFFS requirements for 2021 have been lowered from \$300K to \$250K for rural stations like WJFF.

Thane Peterson presented an investment report for Vanguard Accounts Performance for 2019 (attached). The total value as of 12/31/2019 is \$154K showing an increase of \$18K over 2018, which is a 13.6% return. The funds have been allocated 35% Equities and 65% Bonds.

Discussion was held regarding the role of the BOT and station programming. Thane Peterson expressed serious concerns about the ideas from the Nom & Gov committee regarding Programming Committee governance. He said the idea of a liaison from the BOT on the PC committee is acceptable. The CAB has the mandate to review station programming and a new chairman has been elected, Joseph Abraham. We expect input from this advisory committee in the near future.

Discussion was held concerning the activities of the Audit committee, with an audit expected this Friday Jan 10 being done by chairperson Leila McCullough and Angela Page. Our bookkeeper will also be present and working that day.

#### **PUBLIC COMMENT**

none

**Motion:** to adjourn at 4:34 PM (Gordon/Geary)

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

Opposed: None

Minutes submitted by Kathy Geary, Secretary