

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

February 20, 2020 at 3:00pm, WJFF Studios in Jeffersonville NY

Approved April 3, 2020

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

Committee members absent: none

Staff Present: Dan Rigney

Public: none

A quorum being present, Thane Peterson called the meeting to order at 3:08 pm.

MOTION: to approve the minutes of the Exec Committee Meeting of 1-8-2020
(Peterson/Gordon)

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

Opposed: None

The financial statements from 2-17-2020 were discussed. Dan Rigney notes that the Business Underwriting is ahead of the previous year, renewals are coming in. The fund drive begins March 14 and the advance mailing is being sent out. The bookkeeper will resume her bi-weekly work schedule. Events coming up include the Catskill Distillery Night Out tickets at \$15 for public and \$10 for volunteers. WJFF fund raising movies are resuming on March 25 ticket \$10 at the Callicoon Theater with J. Demme's *Stop Making Sense* about the band Talking Heads in 1984. The after party will be at the Raleigh, they are donating the space and food and the first beer is free courtesy of Catskill Brewing. Volunteer tickets are \$5. There are four movies planned for the year, two at the Callicoon Theater and two at the Hurleyville Arts Center. The Personnel committee will have a candidate for the asst manager position to present to the BOT at the 2/24/2020 meeting.

The preliminary budget and project plan for the Liberty property were discussed, as prepared by John Gordon. The report was given to the Finance committee on 2/18/2020.

The Fragrance policy as submitted by Clay Smith was briefly reviewed by our attorney for no fee and he approved, stating it's the same policy they use at his firm too. There are no further objections to submit the policy for BOT approval on 2/24/2020. Thane mentioned that fragrance free cleaning products will need to be used at the station asap.

The committee reviewed the motions passed in the Finance committee meeting of 2/18 for presentation to the full BOT.

Clay Smith will be presenting a proposal to the BOT for a retreat experience to improve communications within the board. Clay is no longer a member of Nom & Gov since because he is currently serving a one-year term and is up for election in June. We will recommend the BOT appoint him to the Personnel committee at the next meeting.

Thane Peterson has appointed Tim Bruno as the interim chair of Nom & Gov. The committee will meet on 2/24/2020 prior to the full BOT meeting and will vote on the chair, due to the departure of the previous chair Steve Davis last month.

Discussion was held about the Facilities committee and concerns were noted that they have not met recently. Kevin McDaniel, chair, had a work crew at the Liberty property and of last year. He has been caring for his aging mother and might not be available this spring. However since he is the most qualified and interested person in the this currently on the board, he can serve as a coordinator for volunteer work on facilities. It was suggested that Non & Gov propose candidates who have construction or property management experience to support this work.

Tim Bruno suggested that since C.A.B. liaison was vacated by Steve Davis, that we propose the position become a rotating responsibility. This will be presented to the BOT and members will be canvassed for their interest in this role.

PUBLIC COMMENT

none

Motion: to adjourn at 4:05 PM (Geary/Bruno)

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

Opposed: None

Minutes submitted by Kathy Geary, Secretary