

## **Minutes of the Meeting of the Executive Committee**

### **WJFF Radio Catskill Board of Trustees**

April 3, 2020 at 3:30pm, Phone Conference

515-603-3186

Approved May 8, 2020

**Committee members present:** Thane Peterson *President*, Kirsten Foster *VP*, John Gordon *Treasurer*, 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 3:32 pm.

Dan Rigney discussed station operations during Covid-19. Paul Henshaw is advising people on how to record at home and also recruiting for website support from volunteers. Tim Bruno and Jason Dole and doing all the live broadcasts and on-air hosts are beginning to contribute new pre-recorded shows. Dan is looking into expanding the potential for remote control of broadcast operations, currently Jason Dole is the only one with that capability. Sundays are completely automated broadcasts so staff can have a day off. Dan is still coming into the station in person as well as working from home.

The Quiet Fund Drive has currently raised \$14K and there is a \$10K matching grant that will be announced once the fund drive reaches \$15K, probably this weekend. Dan recommends ending the pledge drive at \$35K instead of \$40K, assuming that we can make up the difference in the two remaining pledge drives for the year. He suggests ending the drive at the end of April or possibly through May 15 at the latest. Barbara Demarest is heading a phone bank to make calls soliciting pledges, which is driving the returns. People are making larger individual donations in the range of \$50 and expressing appreciation for the role the station is playing in providing information concerning the pandemic.

CPB has provided information about the Federal relief bill of \$75M for TV and radio. Applications can be made at the end of April. There's a priority for small and rural stations. Sally Kane of the NFCB is on the committee to allocate funds. Dan is attending weekly conference calls with other station managers via NFCB to stay current as things are changing. NFCB praised the WJFF website for the presentation of materials concerning Covid-19. CPB will relax requirements for NFFS income, more information forthcoming later. CPB has released funds to WJFF earlier than usual and we received \$26K.

The Federal Small Business Administration is making loans available and applications can be filed beginning today. It's not clear how non-profits can participate in this program and Dan will research and follow up.

Plans for the Liberty property should continue as scheduled with grant applications being worked on by Pat Pomeroy. The public portion of the Capital campaign will need to be delayed from the planned June start date. Contractors should be contacted now.

Staff will reach out to current Underwriters to see how they are doing and if we can help in some way. Renewals will not be pushed at this time.

The Auction typically has donations from local businesses and this might be an issue since they are severely impacted by the pandemic. A suggestion was made to canvas the volunteers to see if they might have personal services they can offer at the auction.

Thane Peterson submitted a current status report for this year for the Vanguard investments which are showing a decrease of 7.6% due to the market instability at this time. Our investments in Bonds are helping to reduce the losses from Stocks.

Kirsten Foster presented a short summary of the plans for the upcoming Board elections. The schedule will not be changed so voting can occur at the annual meeting as usual. Nom & Gov recommends one volunteer elected seat for the next term. There are 4 members up for re-election. There are possibly 3 - 4 seats available for new members. Interviews will be conducted on-line.

#### **PUBLIC COMMENT**

none

**MOTION:** (Gordon/Geary) to approve the minutes of the Exec Committee Meeting of Feb 20, 2020.

In favor: Thane Peterson, John Gordon, Kathy Geary

Opposed: None

Abstain: Kirsten Foster

**Motion:** to adjourn at 4:15 PM (Peterson/Foster)

In favor: Thane Peterson, Kirsten Foster, John Gordon, Kathy Geary

Opposed: None

Minutes submitted by Kathy Geary, Secretary