

Minutes of the Meeting of the Executive Committee

WJFF Radio Catskill Board of Trustees

June 29, 2021 4:00 pm ZOOM online virtual meeting

Approved 7/9/2021

Committee members present: Thane Peterson *President*, Kirsten Foster *VP*, Kathy Geary *Secretary*, John Gordon *Treasurer*

Committee members absent: none

Staff Present: Tim Bruno

Public: none

A quorum being present, Thane Peterson called the meeting to order at 4:04pm.

MOTION: (Geary / Peterson) to approve the minutes from the previous committee meeting on 4/19/2021.

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

Opposed: None

Abstain: None

MOTION: (Geary / Peterson) to approve the minutes from the previous committee meeting on 5/17/2021.

In favor: Thane Peterson, Kirsten Foster, John Gordon

Opposed: None

Abstain: Kathy Geary (absent on 5-17)

Annual Audit

Discussion was held about the need to review the 2020 annual audit. It needs to be submitted to CPB for our FSR in August. We'll reach out to Leila McCullough, Chair for an update on the status of the audit.

Liberty Property

Tim Bruno presented changes with the contractor for Phase 1 construction completion. BOCES was unable to complete the work as anticipated. Collier Construction will potentially be hired to complete the work on schedule. DNAV will begin studio technical integration in July.

Accounting

Tim Bruno recommends we contract with NETA for services for invoicing and compliance. We have three major budgets for Capital Campaign, Liberty Property and Operations. We need the expertise of this company for at least a year to develop best practices. There is \$4K setup for and an annual fee of \$25K. We will make a motion to approve this at the full BOT meeting.

BOT Agenda 6-29

Thane will present the Programming Policy for a vote to approve at the meeting.

Finance will present the Management Summary report.

We present a strategy for the FCC License auction with a closed sessions to discuss dollar amounts.

We will announce the BOT meeting dates for 2021 with the next meeting for Aug 9, 2021.

MOTION: to recommend the BOT vote to approve the Programming Policy as presented by Thane Peterson.

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

Opposed: None

Abstain: None

Public Comment

None

MOTION: (Peterson/Gordon) to adjourn at 5:40pm.

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

Opposed: None

Abstain: None

Minutes submitted by Kathy Geary, Secretary