Call to order

Attending: (Members eligible to vote are identified with asterisks)

   Kristin Coates *
   David Liebtag *
   Martha Schmidt *
   Gary Smith *
   Melinda Underwood

The following agenda additions were requested before the meeting:

• Jessica Reeves new show

The following agenda additions were requested during the meeting:

• Discuss getting light fixture for outside door
• Put marantz manual PDF on web site
• Tune-in cards
• Meeting of all program hosts

Agenda Item: Review minutes of August 17 meeting

Gary moved that we accept the minutes. Martha seconded the motion. The motion was passed with 4 Ayes.

Agenda Item: Jessica Reeves

Gary said he would take care of it.
Agenda Item: Report of Programming Coordinator

Gary gave a verbal report with a lot of items:

Dagan Broad is trained and ready to go, but has no supervisor. David volunteered to follow through with Don, Nancy, and Dagan.

The production studio is up and running. We need a training manual for it.

Gary created a membership database on the administration computer and added all hosts to the database.

Gary fixed the administration computer. We agreed that the member database should not be accessible to everyone. Gary said he would password protect it.

Gary cleaned the studio and rearranged the furniture so guests will be less likely to disturb hosts.

Gary reports that the hosts@wool.fm address does not work. He sent out a note asking all hosts to contact him to get the new door combination. No one responded.

Gary wrote and sent a memo describing the programming committee’s suggestions regarding underwriting. He sent it to the board and all the effected committees. It is attached.

Gary wrote and sent a memo to all the hosts to send them information on a variety of topics. It is attached.

We discussed how best to reach all the hosts about the combination change. We agreed to divvy up the list and call everyone.

We had a lengthy discussion about how to handle situations when hosts go on vacation and can not do their shows live. Several proposals were made:

1. Host should find a replacement host
2. Host can preproduce show with evergreen announcements
3. Automation is a last resort

We agree to revisit the topic next week. David moved to accept Gary’s report. Martha seconded the motion.


**Agenda Item: Discuss Preempting Policy**

David brought a second draft policy. Gary moved that we accept the policy. Martha seconded the motion. The motion passed with 4 Ayes. The policy is attached.

**Agenda Item: Pacifica and Tony and Melinda**

We agreed with Melinda’s request to postpone this discussion until the next meeting.

**Agenda Item: Conflicts between chair and communications coordinator duties**

We agreed to postpone this discussion until the next meeting.

**Agenda Item: Review indemnification form**

We agreed the form is fine as a short-term measure, but Gary pointed out that we already have problems with copyrights. David suggested that perhaps Gary, as the Programming Coordinator, should send a letter to the board informing that there is a problem and requesting that they give high priority to this issue.

**Agenda Item: Summarize the items to be sent to the board**

The following items need to be submitted to the board:

- Underwriting policy
- Preempting policy
- Announcement policy
- Nomination of chair person
- Youth and membership policy
- Listener feedback policy

It is unclear who will submit these items to the board. David said he intended to mail them to the board in the next week or so and attend the board meeting.

**New Motion: Rename feedback address**

In a side discussion, Kristin moved that we change the complaints@wool.fm address to feedback@wool.fm. David seconded the motion. The motion passed with 4 Ayes.
New topic: New disclaimer announcement

We agreed that we should have an canned announcement stating that the views of this program are not those of the station. Martha said she would send a note to news@wool.fm so Dorothy would take care of it.

Agenda Item: Use of studio when no program is scheduled

We had another lengthy discussion about this topic. Several ideas were suggested:

- The programming committee could authorize individual hosts to do walk-in broadcasting.

- Walk-in hosts should make on-air announcements making it clear they are not regularly scheduled.

- Should hosts be able to request permission to do walk-in shows.

- The correct response for requests to do walk-in shows now should be “No. We are trying to develop a policy covering this request.”

We agreed to revisit this topic at the next meeting.

New topic: Show announcements

We agreed that hosts should be encouraged to produce prerecorded announcements about their shows. However, we realize that most hosts do not have the necessary skills to prerecord announcements. Who could help? The tech committee?

Gary moved to adjourn. David seconded.
Amendments

The minutes with the amendments listed below were accepted with 3 Ayes and one abstain.

In the Programming Coordinator’s report, it should have said that the hosts@wool.fm email address worked a little, not that it did not work at all.

The discussion of conflicts between chair and communications duties was postponed two meetings, not one.

The Programming Coordinator submitted his written report after the meeting. It is attached.