

From: Martha Schmidt <martha@widd.net>
Date: Mon Jul 11, 2005 3:03:11 AM US/Eastern
To: Programming Committee <programming@wool.fm>
Cc: WOOL-BFCBC <martha@widd.net>, Nancy Stefanik <nancys@sover.net>
Subject: Minutes of Meeting - 7/5/05

**PROGRAMMING COMMITTEE-WOOL-GFCBC
MEETING MINUTES JULY 5, 2005**

AGENDA: for July 5, 2005, none that I have seen, but again probably overlooked in emails.

CALL TO ORDER: 6:40pm

ATTENDING: Dot Reed, Gary Smith, Kristin Coates, Jim Baldwin, Bob Skold, Martha Schmidt, Tony Elliott.

MOVE THE MINUTES of June 27, 2005: Kristin; Gary, 2nd.

DISCUSSION: Notes are incomplete. MS mark-up of amendments was misplaced. Help if you have any additional notes.

Gary: CO-PRODUCERS. Who needs the training. Who is allowed not to train. (If you do not touch the equipment) Who must be a member? (It depends on the specific relationship between the primary producer and the co-producer who may provide the content.

Gary: Do committees make policies or does the Board?

Dot: The committee passes (ms-votes?) on policy for a Board vote.

IDEMNIFICATION LETTER FOR YOUTH: does a letter from a minor's parents indemnify station? Yes, it should, but get clarification.

Dot: USING OTHER MEDIA SOURCES: Nancy S. quotes that we can quote from other sources.

Dot: "I strongly oppose stealing news.....from other sources".

Gary: How about Pacifica?

Dot: Its ok. Its not when you take from newspapers in the am.

Bob: has web news and feels safe.

Note: Revisit this issue.

VOTE TO ACCEPT THE MINUTES AS AMENDED: MOTION CARRIED: 2 ayes: Gary and Kristin.

TRAINING:

Gary: Kristin has been tested. Has trained. Gary presents training list. Let WOOL concentrate on training who is already a member and on the training list.

Let pledges wait for now. Not a high priority.

Gary: Wade is unable to be the trainer for Session #2 on Thursday & Friday (7/14&15) Jim Baldwin and Martha will co-train those evenings.

Dot: **Set of Policies for youth.**

Gary: 1) Can they be in there by themselves? All in agreement: NO.

2)Set an age for being alone in the studio.

Bob: 21 years old

Dot: Anyone under 18 should have an adult present who is trained on the equipment.

Martha: recommends a step policy kids to become certified as adults.

Recommend: Anyone under 18 must have a member in good standing present who is a trained, certified member over 18.

Gary: What if they can't pass the test.

Dot: Who can touch the console?

Gary: Doesn't mind the idea of someone who is illiterate or a foreign speaker running the equipment.

BACK TO THE WHO IS A CO-PRODUCER QUESTION

Gary: two people can co-host a show. They must be members. *Gary is this correct? Two people who are in the studio week after week.

Martha: expressed belief that youth are capable of responsibilities, but most community tv and radio have trained staff or volunteers present in the studio for producers/programmers of all ages.

ROUND TABLE DISCUSSION: on co-producers and who must be trained.

MOTION: All program hosts and co-hosts must be members. All programs must have a certified operator on the equipment. In order to foster an understanding of our radio community all hosts are encouraged to become certified whether operating the equipment or not.

Gary moves; Kristin 2nds. MOTION CARRIED: 3 ayes (Gary, Kristin, Martha). **Martha was appointed by Dot to the committee.**

MOTION: Any producer under 18 must have a member in good standing present who is a trained, certified member over 18.

Move Kristin; Gary 2nd.

DISCUSSION: Gary: the goal is to amplify their voices. Round table: number of guests with the permission of the station. Gary says refer to Training Manual.

MOTION CARRIED: Kristin, Gary, Martha ayes.

MOTION: Trained, certified members who volunteer to be available to the youth will receive volunteer credit.

Moved and 2nded. MOTION CARRIED: 3 Ayes. Martha, Kristin, Gary.

INDEMNIFICATION FORM for producers/programmers over 18. (Martha will work on that)

INDEMNIFICATION FORM for youth producer/programmer parent or guardian (Gary/Martha)

TONY arrives 8:30pm

PROGRAM SCHEDULE: Detailed discussion of time slots and programmers.

Tony: let's make it someone's responsibility when we fill up (time slots).

Dot: where does programming type fit in? Do you wait one more week?

Kirsten: International fare.

Tony: There is a transition between automation between programming. Get in sync with the top of the hour.

Dot: recommend we wait on the time slots.

Gary: will chase at the people who are being trained and their times. Training@wool.fm

Tony: queue of 35,000 packets the queue gets bigger. Drop out increases.

BACK TO PSAs. Gary: what if the presenter is a npo - for example, Farmer's Market- but the farmer's are for profit.

Dot: There are grey areas.

Note: Tony leaves to do show.

Dot: Community calendar events should be reviewed.

Martha: thought WOOL's producer/djs had to run announcements approved by the committee.

Gary: 2 types of things 1) PSA's required (by station mandate) 2) what the producer/dj wants to announce.

Gary: onus on dj not the Programming Committee - within the bounds of the FCC.

Dot: in the PSA Book there will be a chapter.

Dot: Underwriting next order of business.

Jim leaves at 9:00pm

Gary: again, NPO dealing with for profit groups (Farmer's Market).

GARY presents the committee with great logs to use.

VISITOR LOG

STATION LOG

PROGRAM LOG

ALL VERY ESSENTIAL TO THE OPERATION OF THE STATION AND NEEDED.

THANK YOU GARY.

MOTION TO ADJOURN: Motion Carried.

MEETING ADJOURNED: 9:10pm.

NEXT MEETING: Tuesday, July 12, 2005 at 6:30pm