

**Board of Directors Meeting Minutes
Wednesday, 10 September 2008**

Meeting held at 33 Bridge Street, Bellows Falls.

In attendance: Gary Smith, Don Malcolm, Dot Reed, Tony Elliott, Bill Holtz, Bob Ross, Heather Lane,
Notes by Gary Smith

- 1. Call To Order** 7:10 pm
- 2. Meeting Minutes 8.6.08** Dot moved, Don seconded to approve the minutes of 8/6/08 without change. Motion unanimously approved.
- 3. Treasurer's Report:** Tony reported with financials that we are still tight on available cash and that there have been some infusions of money from individuals. Bob moved to accept Tony's report, Dot seconded. Motion carried.
- 4. Old Business**
 - a. Five Minute Reporting:** Gary reported that program is nearly ready to launch but needs more guidance on preparation of materials for those participating in this new kind of programming. General discussion about what will be required.
 - i.** No host fee for these participants.
 - ii.** Membership required.
 - iii.** Two page form: first page instruction, second page test. Gary will generate form and bring to next meeting.
 - b. FCC Update:** Gary reports that there is no progress since the last meeting. A bill for \$1012 from Spiegel and McDiarmid, our attorneys, has arrive and needs payment promptly. Tony will address this before the next meeting.
 - c. Sports Programming Update:**
 - i.** Don reports that BF has no internet or phone hookups, that WCFR is covering home games. The school cannot pay for gear for us but Fall Mountain will run a temporary cable to the field. Bob recommended that the cellular equipment is less expensive and more permanent and Don agreed to go back and speak with the folks at Fall Mountain Regional High School.
 - ii.** Also in this discussion it was noted that there is still not a volunteer to man the studio during the games and Don will need to secure this person before commencing sportscasting.
 - iii.** Currently, Don Tretler has the timeslot on Fridays at 7pm when the games might be broadcast and Don Malcolm will talk to Don Tretler about borrowing the space for several of these games. There was general reluctance on the part of the board to pre-empt all of Don Tretler's shows for this and, without a vote, it was voiced by some that if Tretler declines, he should be allowed to keep his timeslot. This needs further discussion at the next meeting.
 - iv.** Further discussion about other sports...Basketball in October? Don will pursue.

- v. Fundraising for equipment. Gary will send fundraising email to members of WOOL. Don will supply Gary with names of booster club principals and Gary will follow up with them about more fundraising.
- vi. General discussion of marketing the sportscasting for maximum impact. No real decisions made in this regard. Tabled to next meeting pending more definite start dates of sportscasting.
- d. Host Photos: Progress Heather reports that 7 hosts have sent in photos. Heather will send photos to Gary and ask other hosts for photos for website and studio in our effort to build community at the station.
- e. Tony Princiotti Resignation: Tony has now left the board.
- f. New Trainees: Three new trainees in process: Curtis (last name unknown), Mark Edson, Christian Blake.
- g. Host Contract: Further discussion about host contract proposed by Dot at the 8/6 meeting. Dot was not able to get to this and so the discussion was tabled until the next meeting.
- h. Programming:
 - i. Bob Skold resigned from Program Coordinator position. Dickie Colo was appointed as Program Coordinator.
 - ii. General discussion of Program Blocking to clarify the day into blocks of similar programming to facilitate longer listening by audience. Some discussion of what shows will need to be moved. Gary will make proposal at next meeting.

5. Fundraising:

- a. Gary notes that all host fees but one are paid.
- b. Gary reports that our pledge drive yielded \$570 vs. pledges of \$870.
- c. The Windham Foundation Grant App will be reviewed on October 20th with answer shortly after.
- d. Discussion of Fundraising Plans:
 - i. *Wine and Cheese and Auction:* October 17: Bob, Dot, Heather.: Bob will have items will be written up ten days in advance. Every host should be encouraged to find two items worth \$25 each. Bob will create a solicitation form and put a box in the station to receive these. Set up will be on 10/17 at 2pm. Bob will contact volunteers.
 - ii. *Dance Party November / Gary & Dan Harlow:* Gary pursuing catered bar by Saxtons River Inn. Dot will hold the date at 33 Bridge Street.
 - iii. Other ideas: Cat photo context in Jan-Feb (Heather), Rocky Horror Picture Show in March (Don), Jason Purdy, magician (Don.)

6. Underwriting

- a. Dot moved and Bill seconded the motion to ratify decision s made by email to accept the barter offered by the Colonial Theater for tickets in exchange for on-air announcements. Scripts are still pending. Gary will create the spots and Tony will put them in the times on which we've agreed.
- b. Gary sent packages to the Board containing info about 1. VPR underwriting guidelines and 2. General standards for underwriting credits as understood by the National Assoc of Public Broadcasters. Some discussion about these standards and how they will apply to our own future underwriting.
- c. It was agreed that we'll need a complete underwriting guide before starting our own

programs and advertising our rates and availability. Discussion of this guide tabled until next meeting.

7. New Business

- a. Election of new Vice President: Bob Ross nominated Bill Holtz to serve as Vice President. Tony seconded. The board voted unanimously to elect Bill to this position.
- b. Bob agreed to draft a press release about Bill Holtz's election.

8. Next Meeting Schedule: October 8, 2008 7PM

9. Motion To Adjourn: Tony motioned to adjourn. Don seconded. Motion approved at 10:10 pm.