

## Board Meeting Minutes

8 September 2010: 33 Bridge Street, Bellows Falls, VT

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**In attendance:** Dot Read, Bill Holtz, Maya Costley, Kristen Fehrenbach, Dickie Colo, Gary Smith, Bob Ross, Deb Wright Note Taker: Gary Smith - Meeting had been postponed from 9/8/2010

Meeting called to order at 7:10pm

1. **Minutes From Previous Meetings:** Bill moved, Bob seconded the motion to accept the minutes with the following amendments: Correct spelling of Ira Wilner's name, add "Wrote thank you cards to Block Party contributors." Motion passed with one abstention.

2. **Financial Report.** A report of income and expenditures in the month of August was presented. Dot moved, Deb seconded the motion to accept the report. Motion carried. Report attached to these minutes.

### 3. Old Business:

#### a. Programming:

i. Linda Hurley's Polka show is back. The board approved her 1-hour slot at Saturday at 9am.

ii. Dagan Broad returns to his slot on Saturday at 5pm.

iii. There was discussion about what happens if people don't do their shows and give no notice. Bob proposes that if people miss three shows without notice, at the board's discretion they may need to find another slot and their slot will be open to other hosts.

iv. Discussion of Vermont Folklife Program and Vermont Silenced Voices program. In preparation for our application for the PFTP Grant - this is the grant that we hope to fund out new equipment for the full power license - Kristen and Gary have started to review shows that might help diversify our programming in ways that bolster our chances of success in obtaining this grant. Kristen and Gary have a planned conference call on October 7 with the Vt. Folklife Center to discuss airing audio segments about Vermont Women.

v. Voices Teen Radio now in rotation during Commentary slots.

#### b. Training: New trainees:

i. Julio Raquin. Working with Don but coming in to learn from Jeff Starratt on Fridays.

#### c. Fall Winter Fundraising:

**i. Radioke:** Gary reports the first wave of posters is up. Prize money was raised with the help of Flying Under Radar. Show dates approved for Oct 23, Nov 6, Nov 20, Dec 4, Dec 18. Press release this week [attached]

**ii. Silent Auction:** Dot will send a note to hosts, Gary will have Poster by week of 10/11. Press release requesting items will go out 10/15. Full press release will go out 11/1. Bob will create donation forms.

**iii. Jason Purdy Magic Show:** Nov. 21 is on hold with no deposit at the Opera House. We're waiting for a budget from Don but he did present a list of all the

ushers, ticket takers, etc. that he will need to make this show happen. Jason Purdy is good to go for the date. The board asked for more information about where Purdy has performed and what's on his upcoming schedule. More research required.

**d. Fall/Winter Movies:** Gary presented info about a Hitchcock series. With Opera House fees the break-even point is \$500 per screening without advertising costs. Too high. Gary will research Dinner & Movie ideas and get prices from other independent film distributors.

d. Black Sheep Radio® Trademark Application: No further progress. Consulting with others about which class of service to apply for.

#### 4. New Business

a. Membership Drive: The board personalized membership renewal letters to members. A contest among hosts will be promoted: The host bringing in the most new members will be awarded a \$50.00 prize.

b. CD Repairs: CD player is returned from Stanton. Though there are still issues with the machine but the board decided unhappily that we will limp along for another month. Begin looking for a new machine under \$200 that will NOT be a Stanton. Bob proposes, Dickie seconds budget. Accepted unanimously. We need to send a blurb to hosts about turning the CD player OFF when not in use.

c. FCC Permit has arrived! Attached to these minutes. Kristen will send press release to public.

d. Newsletter: The Black Sheep: Will go out this week with loads of info about Fall and Winter Activities.

e. Liquor License: Based on instructions from last meeting, further discussion was had about the feasibility of getting our own liquor license to cater events. Gary has reviewed the cost of insurance with Tim Powers.

- i. Gary obtained insurance applications for both kinds of insurance: Festival and Private Club.
- ii. According to Tim, he estimates the cost of the Private Club insurance is approx. \$2500.00 annually for liquor revenues up to \$30,000. Festival policies are harder to price and it depends on the specifics of the festival. Generally the latter are easy while the former takes some time to process.
- iii. Gary presented this budget but notes it does not include 10% liquor tax in expenses.

<b>Private Club Called THE BLACK SHEEP</b>			
<b>Quick Pro forma</b>			
<b>Revenue</b>			
Customers		25	50
\$ Per head	\$10.00	\$250.00	\$500.00
<b>Annually</b>	<b>52</b>	<b>\$13,000.00</b>	<b>\$26,000.00</b>
<b>Expense</b>			
Insurance		\$2,500.00	\$2,500.00
License		\$800.00	\$800.00
Liquor Cost 30% sales		\$3,900.00	\$7,800.00
Supplies 5% sales		\$650.00	\$1,300.00
<b>Annually</b>		<b>\$7,850.00</b>	<b>\$12,400.00</b>
<b>Profit</b>		<b>\$5,150.00</b>	<b>\$13,600.00</b>

- iv. The board was receptive to the idea but noted that we should continue studying the possibility.
- f. Merchandise: New Hats discussed and size of logo was micromanaged. \$15 retail price agreed on by board. Kristen will order from Silver Screen if less expensive than “Little Stitches.”
- g. Clean Up Day: Station cleanup day is 9/25 at 10am. Board volunteers are Bob, Dickie, Bill, Gary, maybe Dot. Notice was sent to hosts. Some have responded positively.
- h. Host Fees and Key Code Change: It was decided that we will not change the key codes because most hosts have paid their fees.
- i. National Federation of Community Broadcasters: The board signed a resolution [attached to these minutes] authorizing membership in the NFCB. This affiliation protects us from Sound Exchange Fees through 12/31/2010. NFCB also has many resources for community stations and for PTFP applicants.

**5. Other Business:**

- a. Deb notes that discussions with Cota and Cota are positive. Will know more soon.
- b. Deb would like to do a radio show reading public domain books. Board was positive about this.

**6. Next Meeting: Wednesday, 20 October 2010, 33 Bridge Street. 7pm**

**7. Motion To Adjourn:** Bob moved, Dot seconded the motion to adjourn. Motion carried and the meeting was adjourned at 9:17pm.