

**Great Falls Community Broadcasting Company
Board of Directors Meeting Minutes
14 October 2015**

Call To Order: 6:12PM

Present: Bill Holtz, Ginger Driscoll, Bruce Sterling, Dickie Colo, Gary Smith, Mark Piepkorn, Patrick Matteau arrived later.

Minutes Review The minutes of Board Meeting on 9/9/2015 were reviewed. Gary moved, Ginger seconded, to accept the minutes as amended. Amendments included in attached copy. Motion passed unanimously.

Treasurer's Report: Though its discussion occurred later in the meeting, the Treasurer's Report was not formally accepted. It should be accepted in the subsequent meeting.

- a. P&L is attached.
- b. Host fees still outstanding from Trish Lawrence, Tuck Wunderlee, Donna Koslowski, Jeff Starrat, Lou Erlanger, Eric Johnson.
- c. Someone needs to follow through filing 2014's 990-N with the IRS. Gary volunteered
- d. Someone needs to follow through with a donation request for connectivity with Sovernet. Gary volunteered.
- e. Tracy needs to become a signer at People's United. Some paperwork is already complete. Inconclusive discussion as to how this will be completed. Gary will investigate.
- f. The Board approved the payment of a full year's Post Office Box subscription of \$136.00

Admin and Tech Support

- a. More discussion was had about selling our old transmitter on Ebay. Ginger is still investigating opening an account on Ebay
- b. Bill is still collecting credential paperwork for secure tower access. Credentials should be secured for Bruce, Gary, Bill, Mark, Patrick and Tony.
- c. Bill will hang the EAS antenna in the studio

Programming

- a. A reminder was sent out to hosts to notify the station with appropriate lead time of absence during their shows.
- b. Youth Jazz Ensemble. Mark and Bill made note of the in-studio performance by the Youth Jazz Ensemble and the recordings made thereof. Copies were distributed to the musicians and also made available to WOOL DJs. Ensemble Director Draa Hobbs donated a Mackie mixing console to the station. A fan of the ensemble donated \$30. The partnership was considered a success.
- c. No new shows were discussed.

Public Relations

- a. Biographies for the website are still missing from directors Dickie, Ginger, and Tracy

Membership

- a. Mary Blank has retired from the board and her hard work and spirit will be considerably missed. In addition to the bookkeeping, Mary managed the membership and leaves behind big shoes to fill. Bruce and Ginger have agreed to work on entering the membership information - new members and renewals - and also to bring the database up to date at an appropriate moment. Gary has taken the database to make 2016 upgrades [new member cards, solicitation & thank you letters, fields for current info] and will return it before Nov 1 when Tracy returns. An envelope-stuffing session was proposed for 11/11.

b. A renewal PSA will be made by Mark and Bruce and put in regular rotation on the air. A copy will be made available for hosts to read.

Radio Survey

A survey will be compiled to be printed on 8.5 X 11 paper. Gary abandoned this task and Ginger and Dickie have heroically agreed to build the new survey from existing questions [see previous minutes.]

Antje Duvekot Promotion As a co-promotion of WOOL the Duvekot/Stockwell Brothers concert on Nov 14 will be promoted heavily on air. Mark Piepkorn will create PSAs relating to the concert and get them into rotation.

Station Keys Bill volunteered to get a lock box for the file cabinet keys and only authorized personnel will have the code.

Silent Auction The Silent Auction is on the third Friday of November and everyone is encouraged to collect items.

- a. Bruce will put together a solicitation letter and create the appropriate forms to link with the spreadsheet program Mary Blank created for use in previous years.
- b. There is a meeting of the Auction Committee on Monday, Nov 2 at 6pm. Anyone is welcome.
- c. Consider:
 - Low value donation items having a designated table where any donation takes the item. Will not be part of the auction process.
 - Arrange room by minimum bid area
 - ETC Show is doing a PSA video with FACT TV.
 - Local donations and businesses: Patrick will solicit a Christmas Tree vendor donation, Tracy will solicit pet stuff and Hawaii basket donation, Bill will solicit an SB&Co donation, Ginger will solicit a Windham Antiques and a Pete's Farm Stand donation.

Host Fee Structure

There was a motion that the Board propose to the Hosts a Host Membership Level of \$60 to be paid once per year for ease of bookkeeping. This replaces the two separate fees, membership and host, and raises the combined costs required by \$10. Discussion that a Board member(s) bring this to a Host meeting to avoid any "us versus them" attitude taking root. Ginger made motion, Bruce seconded. The remaining discussion was tabled until next meeting.

Upcoming Fundraisers

Discussion about possible February music event. Considering an indoor winter event like the Block Party. Valentine's Day and Mardi Gras possibilities.

The meeting was adjourned around 9:00pm on Bruce's motion to adjourn, Ginger's second and a unanimous vote.

[Meeting minutes were taken by Gary Smith who left the meeting around 7:45pm. Notes about the Silent Auction came from Bruce Sterling.]