

## **WOOL-FM Board of Directors Meeting**

**January 9, 2019**

**Present:** Bill Holtz, Melissa Berry Brown, Ginger Driscoll, Cheryl Gay Sherwin, John McCann, Gary Smith, Bruce Sterling. **Absent:** Dickie Colo, Bob Osborne

Bill called the meeting to order at 6:10.

### **ACCEPTANCE OF MINUTES**

Meeting minutes of 12/12/18 were reviewed. Melissa moved to accept minutes as amended, John seconded. Motion passed unanimously.

### **TREASURER'S REPORT**

Treasurer's report was reviewed. Overall Cash Assets are: \$20,113.98. Cheryl moved to approve the Treasurer's Report as presented, Ginger seconded; motion passed unanimously.

Gary moved to allocate up to \$200 to get a Quickbooks tutorial for the Treasurer, Melissa seconded; motion passed unanimously.

### **OLD BUSINESS:**

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#### **1. ADMIN AND TECH SUPPORT:**

--CD Player information gathered by Gary: Dual CD players are going the way of the dinosaur! The Stanton we currently have is no longer being made. The two companies that make them receive mostly poor reviews (but they do have USB ports). Gary will ask Ira what other stations do. Of the single CD players that are out there, it looks like TASCAM is the player of choice. Good ones are expensive; a good single player costs \$300-\$400. Looks like Bluetooth may be the way of the future; stations seem to be moving away from CDs. CD Player topic tabled until we hear from OzzyBob who was going to go through the boxes of CD players we have to see if we have any viable back up players on hand already.

-- Mountain Trip: Bill stated that we need to determine whether we need to replace the UPS or replace the power strip. Gary explained the difference between the two UPS would obliterate the blip involved if power went down. Bill noted that the power that we receive now than when we started and that Shawn at Comcast didn't feel we needed a UPS. Bill said that there was a transmitter update that needs to be done and a power strip that needs replacing. Bill will reach out to both Tony and Shawn. Tabled until February.

-- Forms: Thanks to Mark P., we have more information regarding licensing renewal application due in 2021:

*The FCC instructs Vermont stations to file for renewal on the first weekday of December 2020. (The current license expires April 1, 2022.)*

*On-air pre-filing announcements have to be made on the 1st and 16th day of the October & November 2020. At least two of the required announcements have to air between 7 AM to 9 AM and/or 4 PM to 6 PM.*

*This is the pre-filing announcement script given in federal statute:*

*"On (date of last renewal grant), (station's call letters) was granted a license by the Federal Communications Commission to serve the public interest as a public trustee until (expiration date). Our license will expire on (date). We must file an application for renewal with the FCC (date four calendar months prior to expiration date). When filed, a copy of this application will be available for public inspection during our regular business hours. It contains information concerning this station's performance during the last (period of time covered by the application [e.g. 8 years]). Individuals who wish to advise the FCC of facts relating to our renewal application and to whether this station has operated in the public interest should file comments and petitions with the FCC by (date first day of last full calendar month prior to the month of expiration). Further information concerning the FCC's broadcast license renewal process is available at (address of the location of the station's public inspection file) or may be obtained from the FCC, Washington, D.C. 20554, [www.fcc.gov](http://www.fcc.gov)."*

*The statute hasn't been updated to reflect that the Public File is available online, and that there's a link to it on WOOL's home page as required by law. I would suggest adding that to the statement. Nor does the statute reflect the repeal of the studio hours law; however, I wouldn't suggest deleting any part of the statement, only adding to it for clarity.*

*Form 303-S (the renewal application) has to be filed the first weekday of December 2020.*

*On-air post-filing announcements have to be made on the 1st and 16th day of December 2020 and January & February 2021. At least three of the required announcements have to air between 7 AM to 9 AM and/or 4 PM to 6 PM; and at least one announcement between 9 AM to noon; and at least one announcement between noon to 4 PM; and at least one announcement between 7 PM to midnight.*

*This is the post-filing announcement script given in statute:*

*"On (date of last renewal grant), (station's call letters) was granted a license by the Federal Communications Commission to serve the public interest as a public trustee until (expiration*

*date). Our license will expire on (date). We have filed an application for renewal with the FCC. A copy of this application is available for public inspection during our regular business hours. It contains information concerning this station's performance during the last (period of time covered by application). Individuals who wish to advise the FCC of facts relating to our renewal application and to whether this station has operated in the public interest should file comments and petitions with the FCC by (date first day of last full calendar month prior to the month of expiration). Further information concerning the FCC's broadcast license renewal process is available at (address of location of the station's public inspection file) or may be obtained from the FCC, Washington, DC 20554."*

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*More:*

[www.fcc.gov/media/radio/broadcast-radio-license-renewal](http://www.fcc.gov/media/radio/broadcast-radio-license-renewal)

-- MidRiver Bulletin: Melissa stated that things are going well, Mark forwards things to her. There are some quirks that she still needs to tweak. She will be sure to double-check her Spam folder for any missing PSAs.

-- Google Groups. John has a Google Docs sheet of the WOOL Schedule up and running. He's still working on it with Mark. He will continue to work on it and send the Board a "View Only" to review. Fireman John feels it will be less cumbersome to make schedule changes on the website.

--Studio Door Combination; Gary moved that we change the code to one code, inform the Hosts, the Board, and Elaine of the new code and delete the current code, Melissa seconded; motion passed with Ginger's no vote and John's abstention.

--Possible intern Lynette-tabled.

--Discussion followed regarding underwriting for shows and show hosts recording their own show promotions.

## **2. PROGRAMMING:**

--New hosts? Bruce noted that there was a phone inquiry from a Kevin Paquette who wants to be a member and host.

--Galloway is Derek's cohost; he has paid his host fee but hasn't yet done his training.

-- Gary moved that at Mark's suggestion we substitute Nutmeg Junction in place of Folkways Radio, Melissa seconded; motion passed unanimously.

-- Jeff Starratt's show will now be an hour shorter, Fridays, 4:00-6:00. The Board agrees to changing Democracy Now back to 6:00 on Fridays and let's have lots of Hosts mentioning the change on their shows.

### **-- 3. PUBLICITY AND BRANDING AND PUBLIC RELATIONS**

-- Melissa moved that we spend up to \$1500.00 to retain a lawyer via Gary to keep our trademark, John seconded; motion passed unanimously.

-- Hats: tabled.

-- Stickers: Gary will order more. We went through 300 stickers in one and a half years. Gary will order 500, 250 of each design.

### **4. MEMBERSHIP**

--Membership Drive: going well!

### **NEW BUSINESS**

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**1.** John suggested that we replace Automation computer and the current one become PC3 which in turn replaces the ancient admin computer. Gary moved that we purchase a new computer to replace our existing Automation computer up to \$500, Melissa seconded; motion passed unanimously. (Gary will discuss it with Mark.)

**2. Public File:** Cheryl was unable to upload the 2018 4<sup>th</sup> Quarter Issues Logs; due to the current Federal Government Shut Down, the FCC website is unavailable.

Cheryl proposed adjourning the meeting, Ginger seconded - the vote was unanimous. Meeting adjourned at 8:16 PM.

Respectfully submitted,

Cheryl A. Gay Sherwin

