

WOOL-FM Board of Directors Meeting

June 10, 2020

Present: Bill Holtz, Melissa Berry Brown, Ginger Driscoll, Cheryl Gay Sherwin, John McCann, Gary Smith, Bruce Sterling. Absent: Bob Osborne. Bill called the meeting to order at 6:14PM.

ACCEPTANCE OF MINUTES

Meeting minutes of 5/13/20 reviewed. Gary moved to accept as amended, John seconded. Motion passed.

TREASURER'S REPORT

Treasurer's report was reviewed. We started May with \$15,159.72 in our Peoples account and \$3292.10 in our Paypal account. There was \$676.21 in revenue including \$405 in memberships, \$70.00 in upgrade loan fund subscription payments, \$15.21 in Amazon Smile donation, and \$190.00 in underwriting.

There was \$902.84 in expenses including:

- | | |
|--------------------------|----------|
| 1. Insurance | \$186.00 |
| 3. Mortgage and Interest | \$244.89 |
| 4. Tower Rental | \$453.78 |
| 5. Paypal & Bank Fees | \$18.17 |

On May 31, 2020 balance at Peoples \$14,545.26. Paypal balance \$3683.93. Total \$18,229.19. Variance ~\$4.00.

John made a motion to accept the Treasurer's Report, Melissa seconded; motion passed unanimously.

OLD BUSINESS:

1. ADMIN AND TECH SUPPORT:

- Spinitron update. Error Codes w/ Tom at Spinitron (Fireman John): Tom's response was confusing, John shared it with Mark P. who agreed it was confusing. We are getting error logs for anything that is not a song. Covid PSAs are coming up as errors. We pull up 2-week's worth of radio play and submit the report; submitting the report is very easy. John will keep Board updated.
- WOOL's Paypal account buttons updated. (Thank you, Gary) WOOL Store online has been disabled because we were out of t-shirts. Discussion regarding whether we should have an online store or not. Bruce is willing to be responsible for the store but the new reality of COVID, things remain up in the air.
- Tony assembling micro-server backup for hub. Access cards for Gary, FMJohn, & Border Pete TBD. (Bill)
- Console update for new board. Bill design sketch still pending. Bill can address this in July.
- The Reads requested Studio cleanout. BPete, Mark E, Evan P, & CJ-DJ did it! 08JUN2020. WOOL's excess moved out & placed in storage barn. Bill to remove steel locker. Bruce says we are okay for now.
- Board Bios in need of update? We need to add Gary as Treasurer. We need to add John and remove Dickie & Tracy. Any Others? Everyone needs to send The Dish any changes/updates to their biographies.

2. PROGRAMMING:

- Request from Evan Park for distribution of his "Infinite Is" show w/ original music. He'd like to donate proceeds to WOOL. The Board agrees to Evan's request; Bruce will send Evan an email. Thank you, Evan!
- John & Johnny Show request 2nd rebroadcast timeslot. What's equitable for all? The understanding is that Hosts can have a second slot until or unless that timeslot is needed for a local Host show. FMJohn suggested giving them OzzyBob's timeslot while he is on hiatus. Bruce moved to allow John & Johnny to have a rebroadcast of their show played in OzzyBob's timeslot until OzzyBob returns or the timeslot has to be used for something else, John seconded; motion passed unanimously.
- Plan to resume to Training Hosts (Tabled)
- FACTV content on WOOL. Discussion followed regarding whether it would be a different contract or an addendum. Alex would be the Producer and perhaps could be the second signer on each FACT Host contract. Directors will reread the Host Contract and we will come back and discuss next month. (Tabled and ongoing) John will do some research and reach out to the Board.

- John Francois show was considered and at this time, the Board denies permission.
- Zindler's Sports – we will not be working with this enterprise.

3. PUBLICITY AND BRANDING AND PUBLIC RELATIONS

- Mascoma Bank's Donation Committee. Rough draft of grant application for review. Board to read what Ginger emailed to us and we will revisit next month.
- Ben & Jerry's Community Action Team (CAT). (Ginger) Tabled.
- Underwriting. Everything is up-to-date.
- Upcoming events...OHB Pizza Night this summer. Tuesday July 14th Preorder and prepay. \$16-\$20/pie. Pickup at OHB to go. 10% of OHB sale goes to WOOL that night. We need to generate preorders somehow, get the word out, promote on Facebook, WOOL website, through Hosts. (Bill) Ginger suggested we put it on our Facebook with all the other weeks' recipients, it could generate more for us. Gary suggested we include an ad for OHB Pizza Night on our Annual Meeting Warning.

4. MEMBERSHIP

- Letter to 75 members who haven't renewed – Gary will try to get that out by the end of June. (Gary)
- New member outreach or endeavors or update, still pending. (BPete)

NEW BUSINESS

1. Annual Membership Meeting. Needs to occur by end of June. Set date for Sunday 28JUN20 at 11AM.

- As a video Conference? Socially Distanced at 33 Bridge Street? Both? The Board agreed to do both. The Board may broadcast from 33 Bridge Street and others will need to access the meeting either via video conference or phone. Melissa, Bill, and Cheryl will work on the platform.
- Proposed election slate? OzzyBob stepping away for right now. All other board members re-upping.
- Need to send out notice to membership so it's received at least 5 days in advance. It will include an RSVP with an email address and the video conference details. Gary will work on the notice.
- Any Agenda items? Review minutes, Financial update, Tech report, membership report

2. Re-Open studio? Revisit target date? Need foolproof plan for cleaning, safety, and documentation of compliance. Health Assessment for ALL DJ's & ALL visitors to fill out and submit upon arrival. Melissa moved to keep the WOOL Studio closed for now, Ginger seconded; motion passed unanimously. Bruce will send an email to Hosts. Ginger suggested we include the link to the VOSHA Training.

3. Public File FCC Online Reporting. C19 issues in LOG? -- Cheryl&FMJohn will get together and review PSAs for use in Public File.

4. WOOL mail & voicemail report. Voicemail capability. FMJohn ordered and installed the plug. All is in working order. If we choose to access the voicemail remotely, we can pursue that.

5. Red Lined WOOL Host Training Manual. (Melissa/FMJohn) Tabled until we update the console.

6. MidRiver Bulletin Board. Melissa will take this on as Mark is stepping away from this responsibility. Ginger suggested we make sure we are on people's press release list so they automatically contact us about events. Melissa will put the OHB Pizza Night for WOOL (Bill/Pete will draft this) and one for the Annual Meeting. Melissa proposed adjourning the meeting, Ginger seconded - the vote was unanimous. Meeting adjourned at 8:50 PM.

Respectfully submitted,
Cheryl A. Gay Sherwin