

## WOOL-FM Board of Directors Meeting

October 14, 2020

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

Bill called the meeting to order at 6:06.

### ACCEPTANCE OF MINUTES

Meeting minutes of 7/16/20 were reviewed. Bruce moved to accept minutes as presented, Ginger seconded. Motion passed, with Gary abstaining.

Meeting minutes of 9/9/20 were reviewed. Bruce moved to accept minutes as amended, Gary seconded. Motion passed unanimously.

### TREASURER'S REPORT

Treasurer's report was reviewed (attached at the end of this report). Ginger moved to accept the Treasurer's Report, Bruce seconded. Motion passed unanimously.

### OLD BUSINESS:

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#### 1. ADMIN AND TECH SUPPORT:

--EAS. Backup UPS status. EAS Test success! Bruce, John, and Evan moved batteries into the UPSes. We were offline for a bit but Tony helped get us right back online. The Board wasn't coming back online properly so they grabbed a bigger UPS (rack mount donated by Daniel Hoviss), replaced the batteries and hooked it up: everything then worked. This more powerful UPS is will be a good fit for the new console. We have batteries on the shelf for future use, as well. Bruce took the old, dead batteries to recycling. Gary also has a UPS to donate and there is the unused one under the console.

-- Off the air 9/14 and 9/16/20 for 25 minutes each. Local power outages.

-- QuickBooks Macro output from Quickbooks to provide summary page? Ginger and Gary were not able to get together on this over the last month. Gary and Ginger will try to talk about it in the next month.

-- CTI Lease: Real estate taxes dating back to 2011. (\$14,220). Gary wrote the letter, he received the A-OK, everything is done with that. The representative of CTI (Joshua Mossey) has not yet moved forward to negotiate with the Town of Walpole but Gary recommended to CTI that they put together the information Gary and present it to the town that we are nonprofit, same as the

UNH Tower. We feel the CTI Tower should be billed the same way as the UNH Tower. Currently the Town of Walpole looks at it as a revenue because CTI is a for-profit entity and are billed as such.

--FirstLight now requesting \$2800 for past service. FirstLight now says that they do not do donations so Gary has sent an underwriting bill, covering the past two years, for the same amount.

--John sent our report to NPR Digital Services.

--Upgrade DropBox: John suggested that we increase our storage to 2 terabytes (an extra 2 gigabytes); this should avoid future SNAFUs, and will avoid keeping Hosts from submitting their shows. John moved to upgrade the DropBox to DropBox Plus for \$119.80/annual subscription, Bruce seconded, motion passed unanimously.

--Bill spent a few hours in the studio at the console, taking measurements and is working on a sketch. He will be in touch with Chris Sherwin and Vern Temple when it is complete and Gary will order the cables.

## **2. PROGRAMMING:**

--Covid PSAs to be updated - John is putting all the Covid files into one folder and he and Gary will review them. They will choose the PSAs to stay in rotation and which ones should be removed.

--Any new PSAs? Nothing new.

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

--Mascoma Bank's Donation Committee Grant Application – Ginger feels she has everything she needs to submit. John moved to have Ginger send the final Mascoma Grant submission to Mascoma and send a copy of it to the Board, Bruce seconded; motion passed unanimously.

--Underwriting and Outreach? Ginger reached out to our Twitter followers on how to submit PSAs on WOOL. Chester Plumbing and Heating expires in December and then MacLaomainn's Scottish Pub (also Chester based) expires in January. John will ask Evan to reach out to both businesses about renewing their underwriting.

--MidRiver Bulletin Board: Getting the community to engage with WOOL is our mission. Continuation of discussion about MRBB sustainability, strategy and next steps. Cheryl moved to accept Mark's offer to run MRBB at \$15/hour for 2 hours/week, paid monthly to enter at least 12 PSAs a week and going as far into the future as possible, Ginger seconded, motion passed unanimously. Discussion followed regarding ways to improve MRBB.

#### 4. MEMBERSHIP

--Bruce said there's nothing new to report. He sent the list to the Board of lapsed memberships. We should perhaps do a writing campaign added to the letter to these people.

#### NEW BUSINESS

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1. Gift Card Auction on EBay? Dates to run this? Gift Card spreadsheet 2019 information entered. Need ad in Commons, need PSA, need press release; lots to do. Gary: in the absence of the Silent Auction, we need to do something to raise funds. Gary built a template in EBay to enter information for each card. The Auction could be set up for Third Friday of November and will go for 10 days, giving people an opportunity to buy them as Christmas gifts. Bruce provided Gary with previous donors information. Gift cards can be scanned and used as a picture in EBay. Gary priced out ads in The Commons, he will pay for one of them and he will record a PSA for them. Bruce has a list of approximately thirty (or more) gift cards from last year's auction. Bruce will reach out to people who solicited gift cards and will ask them to approach these businesses again for this auction.

2. Black Sheep Covid masks have arrived! Cheryl pledged \$50 donation, Melissa pledged \$75, Bruce pledged \$74.38, Gary pledged \$100. Masks will be \$10 each. We have 90 left. Ginger suggested we approach Moon Dog to sell them.

3. Re-open studio? Not at this time.

4. Public File FCC Online Reporting. Submitted by Cheryl on 10/9/20.

5. WOOL Mail and Voice Mail report. Per Bruce, nothing new.

6. Other Business: None.

Bruce proposed adjourning the meeting, Ginger seconded - the vote was unanimous. Meeting adjourned at 7:58 PM.

Respectfully submitted,

Cheryl A. Gay Sherwin

## Treasurer's Report

TO: GFCBC Board of Directors

FROM: Gary Smith

DATE: 10/14/20

RE: Treasurer's Report

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Greetings:

We started September with \$12,709.38 in our Peoples account and \$4,823.80 in our Paypal account for a total of \$17,533.18 in total cash on hand.

There was \$115.00 in revenue including \$50.00 in memberships and \$65.00 in upgrade loan fund subscription payments. There was \$931.72 in expenses including

1. Insurance	196.17
2. Tower Rental	481.02
3. Principal and Interest	244.85
4. Paypal Fees	9.08

\$3000.00 was transferred from Paypal to our Peoples United account.

On September 30, 2020 our balance at Peoples was \$14,837.30 and at Paypal our balance was \$1877.72 for a total of \$16,715.02.

There is a variance of \$1.44.

Respectfully submitted,

Gary Smith