

## WOOL-FM Board of Directors Meeting

August 11, 2021

Present: Bill Holtz, Melissa Berry Brown, John McCann (arrived late), Gary Smith, Bruce Sterling -  
IN PERSON AT 33 Bridge Street, Bellows Falls, VT Absent: Cheryl Gay Sherwin

Bill called the meeting to order at 6:15.

### ACCEPTANCE OF MINUTES

Meeting minutes of July 2021 were reviewed. Typos corrected for clarity. Gary moved to accept minutes as presented, Melissa seconded. Motion passed unanimously.

### TREASURER'S REPORT

Treasurer's report was reviewed (see attached). Gary Reports a "Remarkable" status in the bank accounts. A thank you Note was circulated and signed by the board member. Melissa Berry-Brown Moved to accept the report as presented. Bruce Sterling seconded the motion. The Motion passed with no objections.

### OLD BUSINESS:

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#### 1. ADMIN AND TECH SUPPORT:

--EAS: Bruce reports test was successful, TODAY 8/11 However, CAP (Common Alerting Protocol) Server was working and reporting the 3 stations as required, prior to a previous adjustment by Ira, now only 1 of the 3. Agreed a call must be made to Ira to investigate and perhaps adjust the antennae position. General Discussion ensued.

-- Administrative Computer Update: Admin Computer developed problems and needed a reimage, needs to have an update of the Filemaker software. Gary reports that the

-- FM Tower Hub: Hub visit to happen soon with Bill Holtz, Bruce Sterling, and Evan Parks.

---The Studio is open, and Protocol is being followed, contact sheets are out, pop screens are being used by all of the in person Hosts, only one host (The Dish) left to pick up remaining Pop Screen

## 2. PROGRAMMING:

--A few 2021 Covid PSAs continue to run.

## 3. PUBLICITY AND BRANDING AND PUBLIC RELATIONS

--Need T-Shirts

Discussion ensued regarding logo, and making slight change in Artwork. There was also discussion about whether or not women's sizes were needed.

Bruce did some digging and found that it had been since 2018 since shirts were ordered.

Gary Agreed to place the order for 100 Shirts through Silver Spring for \$600.00 or less. A full compliment of sizes, unisex.

--MRBB: Mark continues to keep it updated.

## MEMBERSHIP

--Bruce is working on the list, however, the Admin Computer is giving some trouble. Gary may have a list on his computer.

There are still a handful of members who are sending in weekly upgrade amounts.

## NEW BUSINESS

### 1. Console -Matching Grant was discussed

- Gary will get the information over to Mark P, to get it up on the Website, and paypal

### 2. Admin Computer Discussion for Staff-Not Hosts

3. Live Broadcast In-Person Hosts-Are they using the Protocol. The consensus of the board that in person hosts are indeed following the procedures

4. New Hosts? John McCann indicated that he is following up on a couple of Emails, and will send a message to Jeff Starratt who would like to start up again. Mark Edson would also like to have a second show.

5. Impact PSAs have been repositioned in Automation,

6. WOOL Mail and Voicemail Report: Nothing to report.

Melissa Berry Brown proposed adjourning the meeting, Gary seconded - the vote was unanimous. Meeting adjourned at 7:39 PM.

Respectfully submitted,

Melissa Berry Brown

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Woolloom

DATE: 6/9/21  
TO: GFCBC Board of Directors

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Ladies and Gentlemen,

GFCBC began July with \$16,476.93 in our People's checking account and \$2781.41 in our Paypal account for a total of \$19,258.34. We closed July with \$17,012.26 in our People's account and \$2880.80 in our Paypal account for a total Operating fund of 19,893.06.

We had income and expenses as shown on the attached P&L and Balance Sheet.

We had a fundraising event at the Orchard Hill Breadworks that netted \$1450.00 between standard donation and amounts to our matching fund grant which is about to kick off officially. My apologies for the delay in publicizing this grant opportunity. I should be able to get the word out shortly.

WOOL is getting close to paying off its Rockingham Revolving Loan and we should discuss next month whether or not we should pay this off ahead of schedule. My understanding is that there is still some confusion in Town Hall financial areas so it seemed prudent to wait until that was all tidied up.

It should be noted that the Tower rent was double paid owing to a glitch that occurred when increasing the automatic payment for its annual escalation. The overpayment will be rectified in August.

Respectfully submitted,



Gary Smith  
Treasurer