

WOOL-FM Board of Directors Meeting

November 20, 2021

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

President Bill called the meeting to order at 5:05.

ACCEPTANCE OF MINUTES

Meeting minutes of 10/27/21 were reviewed. Gary moved to accept minutes as amended, Bruce seconded. Motion passed unanimously.

TREASURER'S REPORT

Treasurer's report was reviewed (see attached). Gary will go to the Town of Rockingham to go over the Amortization Schedule and get the Loan paid off. Gary is working on getting bank verification of initial payments and is aiming to pay off loan in December. Melissa moved to accept the Treasurer's Report, John seconded; motion passed unanimously.

OLD BUSINESS:

1. ADMIN AND TECH SUPPORT:

--2022 Pacifica annual Renewal fee of \$500; need to update WOOL contact info.

-- FM Tower Hub: Border Pete, Evan Parks, FMJohn, Bill, & Tony E (remote) visited the Transmitter Hut on 09NOV2021. Protocol now is to contact CTI Towers to let them know we're accessing the tower and then sign in on the log book. Conversation followed regarding purchasing a gaming camera to record who goes there. Gary moved that we mount a motion-activated camera on the rack in the hut for monitoring, tied to the internet with a budget of \$100, Melissa seconded; motion passed unanimously. Bill will reach out to Tony and Evan about the camera. Bill will share the protocol and security information within the next couple of weeks to John, Bruce, Evan and Tony.

-- Evan has offered to post our FCC license renewal & WOOL contact info update when it becomes available.

(Bill)

-- Studio Maintenance: we need to remove of ivy at the windows as it causing damage to the building and letting water in. We'll need to contact the Reads for permission

--Matching Fund/ New Console: \$8067.00 raised. Huzzah! (\$3067.00 WOOL community/ \$5000 donor)

-- Biennial Report & FCC License Renewal. We are waiting for the FCC to approve our renewal (Email from Mark P. 11/5/21). We will need to post a copy of our broadcasting license at the point of our transmitter to stay compliance. Currently the contact people are Tony and Gary; it was decided they should remain the contacts.

--EAS Antenna: conversation focused on how to mount the antenna. (Tabled)

--Database: Filemaker & software migration for Admin computer was needed. Daniel got it all up and running on the computer. Thank you, Daniel!

2. PROGRAMMING:

-- Hosts pending:

Joann Erenhouse is up and running, the name of her show is "60 and Better".

Jeff Ramen. John hasn't heard from him lately.

Eric Kallio trained with John. He did really well, passed his test, and Host fee is paid. Name of the show is called, Rise and Shine, 7:00-8:00 AM on Wednesdays. Talk show and music.

Mattie Guyette and crew is scheduled to begin training on Monday with Bruce. She doesn't plan on doing her show from the studio; she'll produce remotely.

Trevor Robinson has been trained by Bruce; he did a great job – he did two solo one-hour slots. He has passed his test and paid his Host fee, his show's name is Ocean of Sound, an eclectic mix of music. Bruce would like to move Border Radio to the Monday night 7:00-9:00 slot and John moved to move Border Radio to 7:00-9:00 and Ocean of Sound, 9:00-11:00, Cheryl seconded; motion passed unanimously. This will be starting on Monday November 22nd.

 Melissa moved that we accept all the Hosts who have completed their training, passed their tests and paid their Host fees; John seconded; motion passed unanimously. Gary noted that the new Hosts may need to give priority to the Christmas Memory broadcasts.

--Cynthia Hall will begin training on Monday with John.

-- Jeff Starratt's show – we're still waiting to hear from Jeff.

-- Host follow-up. John & Johnny Show. Is any follow-up needed? Not at this point in time. John will be writing up an expanded written policy on DropBox and will send it to the Board to be authorized and then sent to Hosts to sign off.

-- Holiday Music will run approximately noon 23DEC to noon 26DEC.

-- Radio Theatre: "A Christmas Memory" (Wild Goose Players) in +/- 8 on-air slots. Mark will put it on the WOOL website Gary will do a handful of PSAs about it. Melissa and Cheryl will be in the WOOL booth, offering snacks by donation.

-- John and Mark have plugged shows in to cover some shows that are no longer running.

-- In-Synthesis remains on the schedule, though it's on hiatus. John stated that Evan plans to come back.

-- Gary will follow up with Hosts about posting summaries of their shows.

-- 3. PUBLICITY AND BRANDING AND PUBLIC RELATIONS

--Tabled

4. MEMBERSHIP

--Tabled (Though we'll need to get Membership Drive letters out.)

NEW BUSINESS

Tabled.

Gary proposed adjourning the meeting, Bruce seconded - the vote was unanimous. Meeting adjourned at 6:00 PM.

NEXT MEETING: 6:00pm, 08 DEC 2021@ ZOOM virtual.

Respectfully submitted,

Cheryl A. Gay Sherwin

TREASURER'S REPORT

DATE: 11/15/21

TO: GFCBC Board of Directors

REPORT ON THE TREASURY AND TREASURER

Ladies and Gentlemen,

We began the month of October with \$14,909.53 in our People's Account and \$3744.33 in our Paypal Account. We ended October with \$13807.09 in our Peoples Account and \$5081.09 in our Paypal account for a total of \$18,888.98 in Total Operating Funds Available. Some of this is dedicated to the console installation project. At the date of this report the combined cash in bank is \$23501.52, perhaps a record for the fourth quarter before our annual membership drive.

1. **Matching Fund:** The matching fund closed on 31 October 2021 with total donations of \$8067.00 of which \$3067.00 came from our community and \$5000 from our donor. I will earmark this fund for its purpose so we don't go spending on fancy shoes or a trip to St. Lucia (where I've reserved a place by the water.)
2. **Revolving Loan:** I've written a letter to Scott Pickup, Rockingham Town Manager and circulated it to the board along with a copy of a sample amortization schedule and a copy of the payoff check. Since circulating that letter, and despite endorsement by the board, I've had some trepidation about being so sure of the final numbers and our position vis a vis payoff. To be honest, there are some months at the very beginning when, without bank statements, I can't verify that the loan was paid. As you know I wasn't keeping the books back then and often checks weren't allocated to the proper accounts. Some of that accounting from eight years ago didn't make the import to our current set of books, leaving me without proof of payment. I think I need to request these statements from the bank before I charge into Scott's office with an ultimatum and end up with egg on my face. I was going to have this discussion at the meeting but...Either way we can probably pay off the full loan at the end of the

year but I'd rather not be aggressive with the Town Manager.

3. **Membership Drive:** I'm assuming we will start the drive in January again this year. We'll be down a man, a key licker and sticker, and though I can prepare a renewal letter and amend the database, we'll need to pull together to schedule the work. Perhaps with Cheryl as President and Secretary, we'll have fewer cats to herd and we'll have to meet in person to do the work. I know everyone is stretched thin.
4. **Personal Stuff:** Some of you know I'm in the process of moving out of my farm and trying to re-open Popolo which is more or less all-consuming. I fear I will have little time to offer in December except to make the Radio Theater PSA and an underwriting spot for Junker Studio. Please be patient and I'll be back towards the end of January. I know everyone is stretched thin.

Respectfully submitted and stretched thin, like everyone,

Gary Smith
Treasurer