

**WOOL Board of Directors Meeting**  
**Great Falls Community Broadcasting Company**  
33 Bridge Street Bellows Falls VT 05101  
Wednesday, 21 January 2026  
6:04 – 7:35 pm  
MINUTES

**Attendance:** Bruce Sterling (President) (“Pete”), Melissa Berry Brown, Gary Coger, Don Dawson (Newsletter, et al.), Eric Kallio (Treasurer), Evan Parks (Tech Team), Erin Petrie (Tech Team), Don Trettler, Skye Payne (minutes)

**Absent:** John McCann (Programming)

**1. REVIEW MINUTES from December 2025**

**MOTION:** Evan moved to approve December minutes as presented. Gary seconded. Passed unanimously.

**2. TREASURER’S REPORT** (*see Attachment*)

- Review of Treasurer’s report
  - Current balance of \$33,309.71
  - Had had slight deficit due to equipment purchase – made 1<sup>st</sup> major purchase for transmitter – about to get funds for next purchase –
  - Has filed funds with state on funds already spent then 2-4 week turnaround for grant funds to back
- Host Volunteer Hours for December: 67 hours donated by Hosts
- Update on transmitter project equipment purchases and reimbursements
  - Have received the equipment – keeping at Evan’s right now for safety –
  - More to come end of this week or early next
- Vermont Advocacy Network dues paid – Volunteer event in Montpelier, January 30, 8am-2pm, which Hosts may attend
- Gary Smith Foundation: \$5000 donation received with many thanks

**MOTION:** Gary moved to accept Treasurer’s Report as presented. Melissa seconded. Passed unanimously.

**3. ADMIN & TECH SUPPORT**

- Studio tech update
  - Still looking into battery backup for tower
  - Most of gear should be here in time to go up to the tower in spring
  - Was a problem with WKKN station that was not alerting but Evan called, they fixed it and OK now
  - Evan has the gear needed for live remote broadcasts and can show it to folks at the studio
  - Started long-term internal repository of all WOOL hosted shows and will provide link for Hosts to access – goes back to October
- New transmitter project: tech updates reported – probably bring up to tower in spring and should be well able to meet June deadline for getting reimbursement funds
- WCFR, 106.5 Evan talked to him – looking for someone to work board Saturday mornings – paid position – owns many stations around here so may have other work if folks are interested - also talked to him about his live remote broadcasting and lowest level Hot Spot should work for us

#### 4. MARKETING

- Membership update: still need to add in folks who pay monthly and will have another section on data base for underwriters – this will up the numbers once fully entered
  - Memberships coming in through website and through the mail – may send another membership letter in the next month or so
  - GiveButter campaign for 2026 is up and running – 2025 has been closed
  - Underwriter master script and local host show on air mentions
    - Would like to acknowledge underwriters in shows
    - Script is a good idea so all the rules are followed because in the past folks have not always been within bounds
    - Evan has all the scripts so they can be accessed and played during a Host's show if desired – really important not to go off script as it is easy to violate the rules
- 2026 merchandise supply update
  - Evan showed new hat style he developed and had a sample made up –
    - now can order as many as we want for \$20 or \$15 for WOOL then sell for \$30 and \$25
    - and this design can be put on other things (shirts, knit hats, etc.) now that the maker has it in her equipment (KitKat Embroidery)
    - Evan will order 20 each of the flat caps and 5 each of the orange and pink knit hats –
    - Upcoming movie nights should be good for selling
- 2026 WOOL Block Party
  - Need more volunteers at set-up and take-down - need 10-12 volunteers at start and take-down
  - Also would be good to have a shorter day – not go so late at night – maybe end at 7pm, not 10pm?
  - Might pick a day earlier in summer? July instead of August?
  - Might also need an onsite coordinator on the day to help oversee what's happening
  - Need to contact Hosts to see who is interested in helping out
- Stage 33 Public Domain Film Series: WOOL sponsorship and volunteering
  - Maybe popcorn from Popsy's Popcorn?
  - Stage 33 uses the WOOL kiosk to set out snacks – would a WOOL volunteer want to handle the kiosk?
    - Melissa and Gary and Pete are all available to help: set up chairs, manage snacks, give out stickers, etc.
    - Need to let Mark Piepkorn know who is helping – 2-3 folks per night
    - Not clear if this will become monthly
    - Hosts can mention it in their shows and it is on the Mid River Bulletin Board and Don D will get newsletter announcement sent out – Eric will put together a spreadsheet sign-up

#### 5. PROGRAMMING

- Programming update
- Ongoing curation of WOOL music library
  - 50-60K MP3 tracks on automation – not used much but occasionally fill in
  - Aging a little bit . . . want to do anything with this?
  - Another station has curator of the month who introduces say 10 new songs to the library and take 10 out – curator responsible for ensuring language is OK and so on – training would be needed
  - Host acting as a curator would not mess with automation itself, but add items to another location
  - Tech team believes that this can be worked out – music needs to be tagged and be certain quality MP3
  - Erin will send email to Hosts about this
  - John makes sure that fail-back music is same genre as the show it is filling in for
- *Democracy Now*: air new show at its 9am time? (need follow-up with John)
  - Miriam's 9am show might be amenable to run at 8am, so *Democracy Now* could be live at 9am,
  - Then the edited *Democracy Now* could run at 6pm and at 1am as second runs that day

- Dropbox Policy revisions – provide feedback to John, then he will re-present it to the Board
- Host contract revisions → tabled until John can be here
- New Host updates
  - Wendy Levy – a former Host who has been gone now returning and would like to do her show again, but live from home – Evan is agreeable to be point person for any tech issues – need more input from John for programming issues because there are 2 new Hosts ahead of her → tabled till next meeting
  - Tim Roper – dues paid – rescheduled training because had to be out of town
  - Samantha Kopij – waiting on brother's availability since she is a minor

## 6. OTHER BUSINESS

- Nick Streeter: contract for snow removal on stairs and walkway at 33 Bridge Street
  - Has not responded to email so far but will contact him again
  - Known to be a responsible worker – Don D will contact him
  - Evan talked to other tenants and all are agreeable so far – we need to check in with other tenants to chip in on street playing
- Stage 33 – WOOL has been donating \$130 every month – increase that? Board agreed to raise it to \$200 per month

**MOTION:** Gary moved to increase monthly donation to Stage 33 to \$200. Erin second. Passed with one abstention.

## 7. ADJOURN

**MOTION:** Evan moved to adjourn. Gary seconded. Passed unanimously.

**NEXT MEETING: 6:00 pm, Wednesday, 11 February 2026**



## Treasurer’s Report

DATE: January 6, 2026

TO: Great Falls Community Broadcasting Board of Directors

Black Sheep Radio Community,

See attached financial documents for our current position as of the end of December.

The balance sheet shows that WOOL has a deficit of \$908.74 after all incidental and recurring expenses were paid compared to the income versus expenses from the previous month. Our cash balance as of December 31 is \$33,309.71.

The diagrams show below P&L and Expense comparisons.

The end of the year had a substantial donation from both the Gary Smith Trust Fund and the Snyder Coffey Charitable Fund. In addition, sustaining membership renewals and underwriting helped to bolster the membership income. WOOL’s 1<sup>st</sup> major payment towards the transmitter upgrade project took place. With the funds coming from the money market the expenditure did not impact WOOL’s cash flow too greatly. The reimbursement request from the State of Vermont pertaining to the grant award is being processed.

As always, send me any questions.

Thanks.

Respectfully submitted,

*Eric Kallio*

Interim Vice President & Treasurer

