

**The Nathan B. Stubblefield Foundation, Inc.
Board Meeting Minutes of September 19, 2017**



<u>Board Member</u>	<u>P</u>	<u>A</u>	<u>Board Member</u>	<u>P</u>	<u>A</u>
Laila Abdelaziz		A	Jamie Klapholz	P	
Lauren Adriaansen	P		Craig Kopp	P	
Michael Bagby	P		Kisha Linebaugh	P	
Ian DeBarry	P		Kurt Madsen	P	
John Francis	P		Stuart Mellish	P	
David Harbeitner	P		Pamela Robinson	P	
Joshua Holton	P		Letty Valdez	T	
Nancy Johnson	P		Sandy Wismer	P	
			Randy Wind	P	

T – Participated by Telephone

1. Call to Order – Michael Bagby at 7:15 pm
2. Roll Call/Proxies/Attendance Review/Agenda Review –Jamie will be Laila’s proxy.
3. Visitor’s Comments – Carson Holton, Volunteer Committee member. He has put in his application to become a Board member. This position needs to be voted upon by the Volunteer Committee. By-law infraction to have two brothers on the Board. Joshua decided to step down from his Board position to allow his brother a position.
4. Review Last Month’s Minutes – Nancy Johnson. Motion for approval of the regular August 2017 Board of Directors (BOD) Meeting Minutes by Stuart/Joshua 2nd. Kisha, David and Jamie abstained due to absence. Minutes approved.
5. General Manager Report – Craig Kopp: See Appendix A – Highlights: overview of the storm and the positive feedback of staying on the air. HD is the only thing still not up. Some kind of electronic surge hit – STL box damaged. Looking for a loner, however, there no change in broadcast value. Generator worked great – no power from 8:30 Sunday until Tuesday however remained on air. Long hours for Randy, Craig, Alvon, Ira, Ian– 6-7 hours. WUSF will cross over into our drive for three days October 3-5th. Sent a message to Victor Crist thanking him for the grant for the tower knowing that saved us during the storm. Next time it would be

better to have more staff on board to watch over the volunteers and their needs. John Francis – inquired about the large contributors – Craig says we are seeking some large donors (businesses or foundations) in the upcoming Fund Drive, and Michael suggested a promo be made about the hurricane coverage keeping the community informed during such a stressful time.

6. Finance and Audit Committee (F&AC) – Dave Harbeitner. Positive year - \$284,000 positive to the budget. East parking lot completed, trees set to be cut this week. Letty questions the janitorial contract. Craig decided to go with All-Star Janitorial Service. By-laws require 3 bids for new contracts. The company is a minority-owned business which is “what we do” – support minorities. \$18,000 is the annual cost. Second reading of the budget by Committee – Letty opposed. Budget passed.

7. By Laws Committee (BLC) – Letty Valdez – no meeting this month.

8. Community Advisory Board (CAB) – Kisha Linebaugh. September 16th meeting. Another meeting coming up in October.

9. Long Range Plan (LRP) – Stuart Mellish – Meeting in April, needs to come to fruition. Revenue goal – goal statement is written. Programming / Building Audience needs to finalize goals, as well as the Diversity Committee. Members’ committee affiliation: David – Revenue, Lauren – Diversity, Jaime – Diversity, John – Diversity, Randy, Josh – Programming, Sandy – Revenue, Ian – Programming, Kurt – Programming, Letty – Diversity. Goal statements needed for each of the committee very soon. Need one or two statements from the Diversity and Programming Committees– so by January the final Long Range Plan will be done, and there will be a plan in place for where we want to be in 3-5 years.

10. Youth & Innovation (Y&IC) – Josh Holton. There needs to be more transparency within the community in terms of youth involvement. At ASM – we need to engineer our efforts toward youth events. The Youth and Innovation Committee’s job is to ask staff, development, and programmers what their youth-oriented efforts are, and try to inspire further projects. Kurt shared how he recently went to an indoor climbing facility, which has a very young population, and has open mike performances – an example of a place to do some outreach.

11. Volunteer Committee (VC) – Ian DeBarry. All Station meeting – a good turnout, traditional reporting – positive responses. A good picture was taken of all – should become a tradition.

The topic of paid programming was a concern for many of the volunteers. Perhaps a better use of conference call speakers for phone ins. Kudos to Ian for running the Volunteer Committee which will need a new chair upon Ian’s term ending.

12. Technology Committee (TC) – John Francis – no report.

13. Diversity Committee (DivC) – Pam Robinson – Saturday – Welcoming UCAD off of 22nd St. in Tampa, Saturday, Sept. 23rd for a youth-oriented WMNF event. LGBTQ Film festival – on November 12th – WMNF was given 20 tickets to give away prior to the event. Best Shot event–

Sept. 29, 8:00 (8 bands, \$8, 8:00)

14. Development Committee (DC) – Michael Bagby. Emphasize tickets for Ticket to Ride Birthday Bash, head count needed to Laura by Wednesday. Daniel Ruth will be speaking that should be a great draw. Challenge money in the amount of \$500 needed for upcoming fund drive.

15. Personnel Committee (PC) -- Lauren Adriaansen – needs an extension on Craig’s evaluation. Need an extension – Seconded by Letty. By-Law will be updated. 403B policy change update by Cindy. The policy goes into effect January 1, 2018, but financial impact will not occur until the 2019 fiscal year budget and it will only be for the period January 1, 2018 –September 30, 2018 (hence the reason the policy is effective beginning January 1, 2018). Finance and Audit Committee brought the policy to the BOD the the BOD passed the first reading of the proposed policy update by accliam. Sick Leave benefits – questions, comments – there needs to be an amendment to page 2. First reading (with amendments forthcoming) due to the need for WMNF’s attorney’s approval. This would be a change to policy, therefore, the vote will be deferred until an inquiry by Cindy. Change expected to be clear on when paid sick leave can be used and if there is a distinction between paid and unpaid leave. Also on whether time can be used for parental leave. Revised policy update will be considered by the BOD at the November BOD meeting.

16. President’s Report – Michael Bagby – Thanks to Lauren for a spirited lead in the August meeting. Exec. Committee needs to meet after the meeting. October meeting will be a bit longer due to interviewing for Board positions.

17. Executive Session (ES) – Michael Bagby, 8:22 pm. Discussion over 2 Executive Sessions in August regarding Personnel issues. 1st Executive Session to be amended – approval to be decided in October. Motion to approve 2nd Executive Session by Stuart/2nd David. Approved by accliam. Kisha moved to go out of Exec. Session/ Kurt 2nd – Approved by accliam. Out of session at 8:40 pm.

18. New Business – Nominating Committee as overlooked in agenda. Deadline extended until Sept. 22nd for new Board Members (Ian and Kurt’s positions are termed out), everyone else is running. Josh’s Board position is voted on by Volunteer Community. The committee will vote in October – candidates will be present. An initial group could be gathered on a conference call for other Board position- Stuart will direct that. Joshua will retract from re-running again. October 16th next BOD meeting.

19. PALS Evaluation
Participation: 9.1
Accomplishments: 8.4
Listening: 8.6
Scheduling: 9.1

20. Next Meeting/Adjournment – Michael Bagby: Kisha motioned to adjourn, Lauren 2nd – meeting adjourned at 9:04 pm.

By: _____
Nancy Johnson, Secretary

Approved by the Board on: _____

MANAGEMENT REPORT

September 2017

Prepared by: Craig Kopp, General Manager

General Manager:

It has been quite the month – and I'm really only talking about the past week!

I believe you can be proud of WMNF for its performance during hurricane Irma. We did what we said we would do – we provided a link for our community to both vital news and comforting programming throughout the storm and its aftermath.

I camped out at the station throughout the weekend, Randy Wind was here much of the weekend and camped out overnight on Sunday and Rob Lorei provided updated news and information hourly Saturday and Sunday during prime time.

Randy and I handled programming the morning after and Rob did three straight hours of talk during midday on Monday.

We did lose power Sunday night but our generator was primed to take over and kept us with power through Tuesday evening.

Our new STL tower did well, but the wind did bump the dish on top the tower out of alignment. That would have been a problem but new equipment we purchased through the county grant has kept us up and running via the web and you cannot tell the difference. The only problem is our HD channels are down except on the web. We have somebody coming on Tuesday to re-aim the dish and all should be fine.

Our generators at the station and at the transmitter have been topped off since the storm passed so we are already set for the next thing nature may throw at us.

Having lived through one of these now, there are some things I would definitely do differently and I am sketching out my post-mortem now while it is fresh in my mind.