

## WXPR Board of Directors Meeting Minutes

March 27, 2018, White Pine Room, WXPR, Rhinelander, WI 6:00 pm

**Present:** Jeff Burke, Patty Fitzpatrick, Gary Entz, Mike Smolarek, Phil Hejtmanek, Christy Myshchyshyn, Kate Ferrel, Joan Hauer, Elaine Strite, Dave Havel, Becky Tegen, and by phone: Richard Gsell

**Excused:** Jessie Dick, Jack Loomis, Ralph Solome Jr.,

**Unexcused:**

**Recorder:** Patty Fitzpatrick

Agenda Item	Discussion	Action
<b>Call to Order/ Attendance</b>	Meeting called to order Jeff Burke, chair, at 6:00 pm.	Attendance as shown above.
<b>Public Comment</b>	None.	
<b>Minutes from Previous Meetings</b>	Minutes from February 27, 2018, presented for review.	Motion by Kate Ferrel to approve minutes as presented. Second by Joan Hauer. Motion Carried.
<b>SM Resignation</b>	Bill Clow submitted his resignation as Station Manager, effective immediately. Jessie Dick has agreed to serve as interim station manager.	Motion by Phil Hejtmanek to accept resignation of SM. Second by Mike Smolarek. Motion Carried.
<b>Interim Station Manager Report</b>	<p>Dave Havel, reporting for Jessie Dick, interim station manager, advised that Mackenzie Martin will be host for WXPR Ireland trip. New brochures have been ordered and will begin promoting in April. Received check from Collette for \$13,100 for Italy trip. Bill Clow sent a final report on 3/23/18 that is in dropbox.</p> <p>Dave described Leadership Campaign and Advocate Campaign to contact donors for their input and to increase amount of donations by a small percentage to become less dependent on CPB grants. Also discussing donor recognition wall.</p>	Board will be asked to help as needed when meeting with donors.
<b>Old Business</b>		
Committee Reports	<b>Finance</b> – Approved financial statements through February 2018. Adjusted calendar for Finance Committee to include reminder to change signature cards for bank and investment accounts. Also to have representative from Heck Capital come twice a year to update committee on	

	<p>investments. Also discussed building security. Phil will not continue on the board and we will need a new treasurer.</p> <p><b>Governance</b> – Gary Entz reported committee recommends rather than a board retreat in May, hold later in the year with greater focus on strategic planning. Board election to take place at April Annual Meeting. New members will need mentors. Will assign mentors when election is over.</p> <p><b>Outreach/Philanthropy</b> – Laura Erickson will be at the station on April 24.</p>	
<b>New Business</b>		
Appointment of Station Manager	<p>Jessie Dick was appointed as interim station manager on March 23, 2018 following resignation of Station Manager. Job duties some staff positions will need to be reviewed and realigned. Becky Tegen has rescinded her resignation and will continue in the employ of the station. Jessie will work on job duty realignment.</p>	<p>Motion by Patty Fitzpatrick that Jessie Dick be appointed as Station Manager. Second by Gary Entz. Vote taken with 100% approval of board members present. Motion Carried.</p>
General Business Priorities of Transition	<p>Possible items:</p> <ul style="list-style-type: none"> <li>• Media announcement of Jessie becoming SM.</li> <li>• New contract with Jessie. Offer salary at same amount as prior SM.</li> <li>• Contract for Jeremy Starz; Realignment of staff duties and hire of additional staff person; Election of new vice president.</li> </ul>	<ul style="list-style-type: none"> <li>• Patty will draft a news release to announce Jessie’s promotion to SM.</li> <li>• Jeff and Jack will work on new contract.</li> <li>• Jessie will work on contract for Jeremy and realignment of staff duties.</li> </ul>
Goal Priorities for Next 90 days	<ol style="list-style-type: none"> <li>1. Continue oral histories project.</li> <li>2. Outreach-Philanthropy continue working on 35<sup>th</sup> Anniversary events and apprise board as dates finalized.</li> <li>3. Governance Committee revise SM board review tool.</li> <li>4. Governance review and revise Board manual for current board policies and procedures.</li> <li>5. April pledge drive, Annual meeting, pop-up record store, nomination of officers.</li> </ol>	

	<p>6. Begin Ireland trip promotion.</p> <p>7. Leadership campaign.</p>	
Announcements	Becky thanked board for initiating changes and advised staff is excited for transition of duties.	
Adjournment	Meeting adjourned at 7:30 pm.	Next meeting Tuesday April 24, 2018, following Annual Meeting at 6 pm, White Pine Room.