

WXPR Board of Directors Meeting
September 27, 2016 White Pine Room 6:00 PM

Present: Richard G'sell, Phil Hejtmanek, Jeff Burke, Patty Fitzpatrick, Joan Hauer, Kim Zambon, Elaine Strite, Dan Kuzlik, Pete Rondello, Gary Entz and Jim Brust.

Excused Absences: none

Guests: none

Recorder: Patty Fitzpatrick

Agenda Item	Discussion	Action
Call to Order/Attendance	Richard G'sell called to order at 6:00 p.m.	
Public Comment	None attending.	No action.
Monthly Station Presentation	Pete Rondello summarized station activities taking place since May meeting. He also had a display of new antenna equipment to be installed in Ironwood.	
Prior Meeting Minutes	Minutes of May 24, 2016 reviewed.	Motion by Jeff Burke to approve as presented. Second by Gary Entz Motion Carried
Station Manager Report	Pete Rondello reported on activities in the last month. Staff (except Ken) took a trip to 4 independent public stations in southern Wisconsin. Staff connected with their counter parts at the stations visited. This winter plan to expand local news and features around noon hour Monday-Friday, including more weather and some sports.	Staff meeting on Wednesday to gather thoughts and take away from what they learned and saw at other stations.
Committee Reports		
Finance	Phil Hejtmanek reported ongoing review of financial status on target as we close FY16. Some possible concerns for major expenses: 1) Ironwood tower: will be less expensive than anticipated with repairs within the \$5,000 already budgeted; 2) Several lightning strikes creating problems at the station. Consultant reviewed system, identified some problems that have been resolved. WPS rewired grounding lines and replaced feeder that is more appropriate for a radio station. Still need a full facility surge suppresser at a cost to be determined. 3) ENCO station automation hardware needs to be replaced. Estimated at \$17,500 for equipment, software free, plus \$1,200 a day for ENCO staff to do the migration from old to new system.	Board needs to determine how to cover the ENCO expenses. Finance Committee will review and return to Board with recommendations at October meeting.
Fundraising	Patty Fitzpatrick reported that over the course of the summer volunteers have attended several community events with good success. Jim Brust's suggestion of gift certificate with name collection was instituted at Crandon Kentuck Days and Beef-A-Rama. Successful July pledge drive. Auction to be discussed under new business.	Committee will evaluate events and determine those that should be repeated or others that may need to be added. Patty will work on a monthly calendar of standing items to ensure continuity.

Governance	Jeff Burke reviewed committee calendar items during summer months, reviewed CPB and FCC policies and determined we are in compliance with all regulations. Working on policy specifics for board election and appointments. Continuing to review by-laws for continuity. Have yet to identify any candidates for new board members.	
Old Business	<p>Budget Presentation – Phil presented 2017 budget that is balanced by last of the Hear the Future money. Over the next year we need to find funds to replace Hear the Future funds. Expenses are already very lean, with little to eliminate. Also in the past we have received some funds that may not be available from WXPR's Endowment Principal at the Community Foundation of North Central Wisconsin.</p> <p>Personnel Liaison Procedures – Governance committee prepared procedures to guide Board personnel liaisons, currently Sally Mode and Kim Zambon.</p> <p>BOD Vacancy – A director elected in April 2016 resigned in May and was not replaced. Discussed potential needs in board members and if we should replace this position now or wait until April.</p> <p>Mission Statement – Current mission reads: <i>WXPR Public Radio is a service of the White Pine Community Broadcasting Inc. WXPR's mission is to present program services to the people of northern Wisconsin and the Upper Peninsula of Michigan which enrich, entertain and educate in the broadest sense by: informing citizens of the significant issues facing society; exploring cultural diversity through music, arts and public affairs programming and community events; providing the opportunity for citizens to participate in all aspects of community broadcasting.</i></p> <p>Closed Session Use, per CPB – CPB has issued a definitive statement about appropriate use of closed session and has provided specific guidelines. Reason for closed session must be disclosed with only limited reasons to call such a session.</p>	<p>Finance & Fundraising Committees need to work together to determine a plan for long-term funding. Richard will be sending to the Board the 2016 donor / underwriter giving summary after 9/30/16 fiscal year end. Motion by Dan Kuzlik to accept preliminary budget as presented. Second by Jeff Burke. Motion Carried.</p> <p>Motion by Joan Hauer to accept Personnel Liaison Procedures as presented. Second by Jim Brust. Motion Carried.</p> <p>Vacancy will remain and if Board thinks of potential board members they should send to Jeff Burke.</p> <p>Will review mission at and after planning retreat in October 2016.</p> <p>WXPR in compliance.</p>
New Business		
Board Member Fundraising Responsibilities	November 6, 2016 Auction. Board should notify all contacts about the auction and encourage attendance. The greater attendance, the greater the funds raised. If any Board member has a second home or time share; theater tickets; dinner experiences, sports tickets, etc. they would be willing to donate please get in touch with	Pete will find out about on-line bidding options. Pete will send poster via email to full board.

	Dave Havel. Richard shared names of potential large donors, asking if board members know these people and would be willing to make introductions.	
Station Manager Goals	2016 Station manager goals were distributed.	
WXPR Goals for Strategic Planning & Circle of Engagement	Board asked to give thought to potential goals for the station for the next 3 years in preparation for October planning retreat.	Goals to be discussed at October 2016 retreat.
Committee Assignment	Jim Brust has been asked to chair Fundraising Committee based on Patty's role as Vice Chair and Secretary.	Jim and Patty will meet to ensure smooth transition.
Staff Appreciation	Board sponsorship of a holiday party.	
Acceptance of Absences	None needed.	
Adjournment	Meeting adjourned at 8:10 pm.	Next meeting is Tuesday, October 25, 2016 6:00 pm White Pine Room.