

WXPR Board of Directors Meeting Minutes

February 28, 2017 White Pine Room 6PM

Present: Patty Fitzpatrick, Jeff Burke, Pete Rondello, Elaine Strite, Phil Hejtmanek, Sally Mode, Gary Entz

Excused: Joan Hauer, Richard G'sell, Jim Brust, Kim Zambon

Recorder: Patty Fitzpatrick

Agenda Item	Discussion	Action
Call to Order/ Attendance	Meeting called to order by Patty Fitzpatrick, vice-chair, at 6:04 pm.	Attendance as shown above.
Public Comment	None present.	
Monthly Station Presentation	Pete introduced board to Radio Garden. WXPR is now on the site and can be played from anywhere in the world with internet connection.	
Approval of Minutes	Minutes from January 24, 2017 presented and reviewed.	Motion by Gary Entz to approve as presented. Second by Elaine Strite. Motion carried.
Station Manager Report	Pete presented an update of activities for the past month.	Full report in Dropbox.
Committee Report: Governance	Jeff Burke presented minutes from Governance Committee. Committee discussed staff action plan for 2017, mentoring of new board members by existing board members and candidates for Board positions (to be presented at this meeting under New Business).	Recommendations for board mentoring of new members and Staff Action Plan are in dropbox. Board, New Board and Staff will revisit Action Plan and Strategic Plan (as developed Oct 2016) in May 2017 (date TBD)
Committee Report: Finance	Phil Hejtmanek presented current financial information.	
Committee Report: Fundraising	<p>Jim Brust provided written report for Fundraising Update/Current Projects:</p> <ol style="list-style-type: none"> 1. Major donor program defining approach and working with Board Members to align donors and Board Members 2. Reviewing options for Branding/signage for outside of building 3. Reviewing community events for the summer 4. Setting up "ticket raffle" 5. Reviewing moving our list of non-members to members 6. Defining list of "what is the value of being a member" 7. Reviewing/understanding current underwriting list of companies and process 	Board asked to help secure possible raffle ticket prizes and will be asked to sell raffle tickets.

Old Business	<ul style="list-style-type: none"> • Phil Hejtmanek discussed need for an additional line item in 2017 budget of \$5,000 for capital technology reserve. This line item would continue in subsequent budget years. • Technology Replacement Reserve Account: Finance Committee proposes that any of the \$5,000 not used in one year be moved to a special reserve account to accumulate over time should more than \$5,000 be needed at one time. • CFNCW Request for funding: Richard G'sell submitted grant report and request for \$12,000 for third and final year of supplementing Development Director salary. 	<ul style="list-style-type: none"> • A motion by Phil Hejtmanek to add Capital Tech Reserve of \$5,000 to 2017 budget and feature in subsequent years. Second by Jeff Burke. Motion Carried. • Finance committee to explore if the account at Heck Capital would be an appropriate place for accumulating reserve. Pete will check if the \$5,000 approved by board to seed the Heck account has been issued. • Request for \$12,000 granted by CFNCW
New Business	<p>Board of Director Nominations & Ballot Jeff Burke presented four candidates interviewed, vetted and selected by the Governance Committee for seats on the Board. Applications have been received and are in dropbox. Candidates are: Pam Taylor, Ralph Solome, Jr., Christy Myshchyshyn, Mike Smolarek.</p> <p>Running for re-election Richard G'sell, Gary Entz, Elaine Strite.</p>	<p>Motion by Jeff Burke to accept these four candidates for placement on the ballot for election by membership. Second by Sally Mode. Motion Carried.</p> <p>It is noted that there are four open board positions and three candidates for re-election. Members will elect four of the seven with Board electing the remaining three.</p> <p>Governance Committee to review board class of 2018 to ensure no more than 4 board members rotate off each year.</p>
Announcements/Other Business	Sally asked the board develop a strategy should CPB funding be eliminated.	Pete advised staff currently discussing ways for station to reduce expenses and Fundraising Committee developing plans for increased revenue.
Approval of Absences	Excused absences by Richard G'sell, Jim Brust, Joan Hauer, and Kim Zambon.	Motion by Sally Mode to accept excused absences. Second by Jeff Burke. Motion Carried.
Adjournment	Meeting adjourned at 7 pm.	Next meeting Tuesday, March 28, 2017 6pm, White Pine Room

Adjourn