

## WXPR Board of Directors Meeting Minutes

March 28, 2017 White Pine Room 6PM

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

**Excused:** Richard G'sell, Jim Brust and Kim Zambon

**Recorder:** Jeff Burke

Agenda Item	Discussion	Action
Call to Order/ Attendance	Meeting called to order by Patty Fitzpatrick, vice-chair, at 6:05 pm.	Attendance as shown above.
Public Comment	None present.	
Monthly Station Presentation	Pete shared group activity to encourage team work.	
Approval of Minutes	Minutes from February 28, 2017 presented and reviewed.	Motion by Joan Hauer to approve as presented. Second by Gary Entz. Motion carried.
Station Manager Report	Pete presented an update of activities for the past month. Highlights include implications of CPB defunding for the future, local programming changes, current community involvement and upcoming spring fund drive.	Full report in Dropbox. Sign-up sheet circulated with Board asked to either co-host, answer phones or bring treats during upcoming pledge drive.
Committee Report: Finance	<ol style="list-style-type: none"> <li>1. Financial Reports in Dropbox. Committee did not meet.</li> <li>2. Technical Replacement Reserve Fund – Finance committee was to explore if Heck Capital would be appropriate place for any of the TRRF not used in the budget year. Treasurer discussed w/staff.</li> <li>3. Endowment – Heck Seed Money – Pete advised that funds have never been placed with Heck to seed the new Endowment Fund. Clarified that any future contributions go to the Heck Endowment Fund.</li> <li>4. Approval of Investment Policy. Investment policy never formally approved by board. Phil will circulate a document to be voted on at April board meeting.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action.</li> <li>2. Accounts already set up at Morgan Stanley which would be best place for excess funds, earning some interest and easily accessed.</li> <li>3. Motion by Sally Mode to send \$5,000 from Morgan Stanley account to Heck Capital to open the new Endowment Fund. Second by Patty Fitzpatrick. Motion Carried. Pete will initiate funds transfer.</li> <li>4. Board should review document in Dropbox and be prepared to discuss and vote at April meeting.</li> </ol>
Committee Report: Fundraising	<ol style="list-style-type: none"> <li>1. Board's plan for raising an additional \$70,000 for 2018.</li> <li>2. Ongoing plans should CPB funding be eliminated. Pete and</li> </ol>	<ol style="list-style-type: none"> <li>1. No committee meeting. Tabled until April.</li> <li>2. Suggestion to move this item from Fundraising to</li> </ol>

	staff have been researching the situation and presented a planning document with possible scenarios. Board discussed.	a standing board item for ongoing discussion.
Committee Report: Governance	<ol style="list-style-type: none"> <li>1. Governance asked to review Diversity Statement.</li> <li>2. Class of 2018 staggered terms – Due to early resignations of board members, two people who are elected by the board in 2017 should have a two-year term to balance the term expiration dates.</li> <li>3. BOD self-evaluation to inform planning. Blank form in dropbox is not correct.</li> <li>4. Board responsibilities</li> <li>5. Mentoring new board members: Joan to mentor Pam and Christy. Phil to mentor Mike and Elaine. Patty to mentor Ralph and Gary. Jeff will contact Jim for possible mentoring. Richard will be a floater working with all groups.</li> </ol>	<ol style="list-style-type: none"> <li>1. Board review.</li> <li>2.</li> <li>3. Patty will re-type document and resend to board for their completion.</li> <li>4. Board asked to make sure their manual is up-to-date and they have reviewed.</li> <li>5. Patty will send guidelines for mentoring to board. Mentors should begin contacting their new board members and others in their group.</li> </ol>
Old Business	None.	
New Business	<ol style="list-style-type: none"> <li>1. Major Donor Event – August 24, 2017 at Three Lakes Center for the Arts. Save the Date cards will be going out to major donors.</li> <li>2. Community Events Calendar – Events highlighted where station has made co-sponsor commitment.</li> <li>3. BOD/Staff Retreat and Continued Strategic Planning -</li> </ol>	<ol style="list-style-type: none"> <li>1. Board should plan to attend this event.</li> <li>2. Patty will begin recruiting volunteers for the various events.</li> <li>3. Staff/Board retreat scheduled for May 18 at Camp Manitowish lead by John Harrits. Please send suggested discussion items to Pete.</li> </ol>
Public Comment	None.	
Acceptance of Absences	Excused absences: Richard G'sell, Jim Brust and Kim Zambon.	Motion by Joan Hauer to accept excused absences. Second by Gary Entz. Motion Carried.
Adjournment	Meeting adjourned at 7:40 pm.	Next meeting Tuesday, April 25, 2017 following Annual Membership Meeting at 6 pm, White Pine Room