

WXPR Board of Directors Meeting
October 25, 2016 White Pine Room 6:00 PM

Present: Richard G'sell, Phil Hejtmanek, Jeff Burke, Patty Fitzpatrick, Joan Hauer, Kim Zambon, Elaine Strite, Pete Rondello, Gary Entz.
 Absence: Jim Brust, Dan Kuzlik
 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 reported on items/experiences secured for fall Auction.	
Prior Meeting Minutes	Minutes of September 27, 2016 reviewed.	Motion by Sally Mode to approve as presented. Second by Joan Hauer. Motion Carried
Station Manager Report	Pete Rondello provided report of October activity. Discussed potential changes for <i>Your Favorites</i> programming. Pete will discuss at 10/27/16 CAB meeting.	Candidate forum will be rebroadcast on Nov 7 at 9 am.
Committee Reports		
Governance	Jeff Burke advised committee discussed nominating committee process and deadlines. Vetting of candidates will need to take place January prior to April election. New confidentiality document in place. Determined approval of station branding is job of station manager, however ask that it be run by the board before changes are made. Determined that bylaws are correct and approved as they stand. They will continue with annual review and if a change needs to be made at that time it will be brought to Board of Directors.	
Finance	Phil Hejtmanek advised committee did not meet in October. November meeting will review first month's financials of FY17 and overall financial needs for station going forward. Ended FY16 very close to budget numbers.	
Fundraising	Jim Brust submitted written report. The Fundraising committee did not meet in Oct due to planning retreat. The committee is focusing on action items related to revenue needs identified at the retreat. Provided input to the auction team on advanced advertising approaches for Facebook as well as utilizing LinkedIn to get more exposure for the auction. Patty provided a roadmap for the Fundraising Committee documenting items the committee routinely needs to review.	

Old Business	<p>Budget Presentation & Final Approval – Phil presented final 2017 budget.</p> <p>ENCO Replacement Budget and Overall Needs Presentation – Phil and Pete plan to produce multi-year list of equipment needs in order to create capital line in budget for continuous improvement.</p> <p>Board Vacancies- several names of potential board members sent to Jeff Burke.</p> <p>Nov 6 Auction – Jim Brust met with Jessie, Dave and Pete to help with planning and purchased on-line ads.</p>	<p>Motion by Patty Fitzpatrick to accept FY2017 budget as presented. Second by Joan Hauer. Motion Carried.</p> <p>Phil and Pete will have a report for next Finance committee meeting for their review.</p>
New Business		
Long Range Planning Retrospective – Mission Statement	Richard will prepare a first draft of plan and mission statement and send to board and staff by Nov 4. He will post on shared drop box folder.	Once document in Dropbox staff and board will need to submit their comments, plans, etc. by Nov 14. Then smaller ad-hoc group (Richard, Jeff, Patty, Pete & 1 staff member) will meet to consolidate plan.
Date of November or December 2016 meeting	Board will meet November 22 as scheduled and determine at that time if we need a December meeting.	
Closed Session – Station Manager Goals Personnel Matters	SM Goals – board discussed 2017 goals, Sally and Kim will prepare document to share with board and then with Pete. Personnel Matters – Discussion of financial situation and potential for bonuses.	Motion by Joan Hauer to move into closed session at 8:05 pm. Second by Gary Entz. Motion Carried. Motion by Sally Mode to move out of closed session at 9:15 pm. Second by Kim Zambon. Motion Carried.
Acceptance of Absences	Jim Brust excused. Dan Kuzlik unexcused.	
Adjournment	Meeting adjourned at 9:20 pm.	Next meeting is Tuesday, November 22, 2016 6 pm in White Pine Room.