WJFF Board of Trustees (BoT) Meeting Minutes September 22, 2010

-ADOPTED October 27, 2010-

Present: BoT members: Steve Van Benschoten, Dawn Dorcas, Rose Brown, David Barnes, Robert Rosengard, Fern Hagedorn, and Michael Propst. Absent: Stephen Schick, David Dann, and Lisa Lyons. Also present: Winston Clark, Station Manager. Volunteers: Sonja Hedlund and Ed Zwirn

Meeting called to order at 6:34 pm by Steve Van Benschoten at Jeffersonville Village Hall.

Motion made to approve the August 25, 2010 meeting minutes as amended by Rose Brown and seconded by David Barnes; all in favor.

Motion made to attach the reconciliation summary to the September BoT Meeting Minutes when available by David Barnes and seconded by Michael Propst; all in favor.

Questions and Comments from the Public.

Steve Van Benschoten explained that BoT minutes are not posted until after they are approved by the BoT. The approval of BoT minutes does not happen until the next BoT meeting, approximately one month later. Once the BoT minutes are approved, they are posted at the station and on the WJFF web site, wiffradio.org.

Station Manager's Report by Winston Clark:

Winston Clark will offer information as appropriate instead of making a report at this time.

Committee Reports:

<u>Programming Committee Report:</u> The next meeting is October 6, 2010, 6:30pm at the Callicoon Town Hall.

<u>Facilities Committee report by Dawn Dorcas:</u> The next work day is scheduled for November 7th, and the Green House roof is scheduled to be replaced.

<u>Finance Committee report by David Barnes</u>: Reviewed the WJFF Summary Financial Report as of September 20, 2010. WJFF's net projected cash position through August 23, 2010 is roughly equal to 8 months average expenses.

Winston Clark, Steve Van Benschoten, David Barnes and David Dann worked together to develop an investment plan for WJFF. It was determined that approximately one-half of WJFF's cash reserves may be invested. It was recommended that the cash reserve should be invested in Vanguard Bond Funds. These funds are inflation-protected securities, total bond market index, and intermediate-term investment grade.

Motion made to invest \$110,000.00 in the Vanguard Bond Fund by Rose Brown, seconded by Michael Propst; all in favor.

Nominating Committee report: No report at this time.

Fundraising Committee report by Winston Clark and Rose Brown:

Thank you for all the help with the Volunteer Appreciation Party. Upcoming events: Annual "Wonderful Things" auction on October 30th at the Jeffersonville Fire House.

There is on-line auction preview catalogue on the station website. The annual record sale is on November 20th at the White Sulphur Springs Fire Hall.

<u>Volunteer Report:</u> The volunteers appreciate having a volunteer meeting. The volunteers would like Adam Weinreich, Volunteer Coordinator, to contact all the volunteers to announce the volunteer meetings and invite volunteers to participate in the fund drives. The volunteers would like a new promo for the voice box. The next volunteer meeting is scheduled for September 25, 2010.

New Business:

David Dann volunteered to research possible funding /grants for the production of local news. David Dann will select others to assist him with this research and will present his findings at the October BoT meeting.

The Fall Pledge Drive is scheduled to start Thursday December 2nd.

The details for the Holiday Party will be finalized after the Pledge Drive; it is expected to be at the Art Barn again this year.

Old Business:

Steve Van Benschoten, Rose Brown, and Graham Rice are working to develop a Volunteer Agreement. The agreement will detail an understanding between the station and volunteers.

Questions and Comments from the Public.

Discussed strategies to have more volunteers helping at the station during the pledge drives.

Discussed on air pitching during pledge drives.

Action Steps:

BoT help is needed at the auction. There will be a \$5.00 admission and a complimentary glass of wine will be offered upon admission.

Motion made to go into executive session at 7:19pm to discuss personnel and legal issues by David Barnes, seconded by Rose Brown; all in favor.

Motion made to go out of executive session at 7:45pm by David Barnes, seconded by Fern Hagedorn; all in favor.

Next meeting: Wednesday, October 27th at 6:30pm at the Jeffersonville Village Hall.

Winston Clark presented three community members for one year terms to the Community Advisory Board (CAB).

Motion made to adjourn meeting at 7:49pm by Michael Propst, seconded by David Barnes; all in favor.

Respectfully submitted, Dawn Anne Dorcas Secretary