

**Present:** BoT members: Steve Van Benschoten, Lisa Lyons, Rose Brown, David Dann, Dawn Dorcas, Fern Hagedorn, and Michael Propst.

**Absent:** Stephan Schick, Robert Rosengard, and David Barnes

**Also present:** Winston Clark, Station Manager.

**Volunteers:** Edie Downs, John Nordstrom, and Valerie Mansi.

Meeting called to order at 6:32pm by Steve Van Benschoten at the Jeffersonville Village Hall.

Motion made to approve the April 27, 2011 meeting minutes as amended by Lisa Lyons and seconded by Michael Propst. In favor; all. Opposed; none.

Motion made to attach the April reconciliation summary to the April BoT Meeting Minutes when available by Lisa Lyons and seconded by David Dann. In favor; all. Opposed; none.

Questions and Comments from the Public. None at this time.

Station Manager's Report by Winston Clark.

Foodstock: Thank you to the many volunteers who gave so generously of their time on Friday or Saturday or both: Deborah Chandler, Linda Charpentier, Val Mansi, Darlene Midlang, Edie & Don Downs, Dawn Dorcas, Les Mattis and Rose Brown, Lisa Lyons, John Gordon, David Dann, John Nordstrom, Frank Rukaj, Gandalf and Sabrina Artel. Thank you to Fern Hagedorn who organized and oversaw the WJFF table; eleven new members and over \$500 were raised at the table. The staff at the Villa Roma was wonderful and went beyond the call of duty to help us. The new venue - the tennis building - was superb. There was an amazing diversity of foods, wines and beers and wonderful energy from both vendors and guests; the positive feedback has been incredible. Attendance this year was about 700, up from 550 last year. The vendors donated back over \$1600 to WJFF (33% more than last year), and when all the bills are paid WJFF will *clear* over \$12,000.

Farm-to-Table Dinner: 39 reservations have been made, volunteers are needed.

ENCO Updates: 2 of the 3 ENCO screens are operating smoothly in production. Work continues on designing the new weather/time screen.

Grants: the annual audit of Radio Catskills' financials is complete; the CPB information has been entered and certified on their website, and the CPB check is expected.

Website: An e-mail address ([feedback@wjffradio.org](mailto:feedback@wjffradio.org)) has been added to the Voicebox link on the WJFF website homepage.

Committee Reports:

Programming Committee: Efforts are being made to recruit new BoT members.

Facilities Committee report by Dawn Dorcas:

Accomplishments: April 28<sup>th</sup> garbage and recycling collected and brought to the curb; April 30<sup>th</sup> free dump day took two loads of trash/junk from the Green House basement to the Callicoon free dump day; thank you to Steve Richter and Adrienne Picciano.

New Business: Work day scheduled for Sunday May 30<sup>th</sup> from 10:00am to 2:00pm

Finance Committee Report by David Barnes:

April 18, 2011 cash position (checking acct., Vanguard funds and bank CDs), roughly equal to 8 months average budgeted expenses. Available funds were \$66,599 in the checking account and \$54,051 in a 7 day renewable bank CD.

Projected Cash Flow over the next two months: CPB grant \$34,973, Fisher Foundation \$7,500; Underwriting \$9,000; JEMS grant \$1,000; Membership \$5,000; Benefit event \$2,000 for a total of \$59,437 – just over average budgeted expenses for the period.

As of May 22, 2011 the station had booked year-to-date about 22% of its full-year budgeted revenue, and year-to-date expenses were about 34% of full-year-budget. This ratio will improve when expected CPB funding arrives in the next month or so.

The BoT needs to plan for an air conditioning unit for the tower and the increased electrical costs associated with running it.

Fundraising Committee report by Rose Brown:

Thank you to everyone that helped with FOODSTOCK.

Please volunteer to help with the Farm-to-Table Dinner.

The annual auction is scheduled for September 10, 2011.

Nominating Committee Report:

BoT members on the Nominating Committee: Lisa Lyons, David Dann, and Fern Hagedorn.

A second meeting with Art Steinhauer is scheduled for Friday June 3<sup>rd</sup> at 4pm at Mullally's Pub in Jeffersonville.

Discussed how BoT members are recruited and skills needed for future BoT members.

Mary Hall, Volunteer, is organizing the volunteer elected BoT member and the outcome will be announced on July 1<sup>st</sup>.

Volunteer Report:

The volunteers are holding monthly meetings. Barbara Gref posted notes from the May 18<sup>th</sup> meeting on the list serve. There was a request for clarification for the process for a show produced at WJFF to go on hiatus; a question for the Programming Committee. Adam Weinreich, Assistant Station Manager/Volunteer Coordinator conducted training on how to

record a show in the WJFF production room during the last meeting. Other topics discussed were: a need for training on how to record a show at home, volunteer BoT election, and the new volunteer agreement.

Old Business:

Action Steps:

- Add guidelines for use of the WJFF list serve to the Volunteer Agreement
- Plan to recreate the WJFF booth at Foodstock at other events like the Trout Parade in Livingston Manor on June 11<sup>th</sup>.
- Facilities Committee Work Day on May 30, 2011 from 10am to 2pm.

The Volunteer Agreement will be ready for public comment on June 1, 2011.

New Business:

There are three BoT members up for reelection: Steve Van Benschoten, Robert Rosengard and Lisa Lyons. Lisa is resigning and Robert Rosengard is considering resigning from the BoT.

Discussion of what is needed to start a capital campaign.

Discussed conducting two on-air fund drives a year. In the world of fund raising, it is understood that people give at a certain level. They will consistently give at the same level every time they are asked. If we only ask two times a year they will give two times a year; there will be no way to make up the difference.

Considering the 2<sup>nd</sup> or 3<sup>rd</sup> week of August for the Volunteer Appreciation Party. Edie and Don Downs have offered their home again as a location. Volunteer would like to have an activity at the party; i.e. a softball game.

The next fund drive begins on July 28, 2011.

Questions and Comments from the Public. None at this time.

Motion to go into Executive Session at 8:20pm to discuss personnel matters made by Michael Propst, and seconded by David Dann. In favor-all. Opposed-none.

Motion to go out of Executive Session at 8:57pm by Michael Propst, and seconded by Rose Brown. In favor-all. Opposed-none.

Next meeting June 22, 2011 at 6:30pm at Village Hall in Jeffersonville.

Motion to adjourn the meeting at 8:57pm by Fern Hagedorn, and seconded by Rose Brown. In favor-all. Opposed-none.

Respectfully submitted,  
Dawn Anne Dorcas  
Secretary