

WPFW- LSB Regular Meeting Minutes June 9, 2021

Teleconference via Zoom Washington, DC

Arthur McCloud – Chair, Dennis Williams – Vice Chair

Nick Arena – Treasurer and Ellen Williams Carter - Secretary

I. Call to order started at 6:34 p. m.

II. Roll call

16 - Members that were present: Craig Hall, Eileen Rosin, Ellen Williams Carter, Julie Hewitt, Marsha Coleman Adebayo, Vanessa Dixon-Briggs, Wayne Bruce, Arthur McCloud, Tim Willard, Kathleen Maloy, Sabooh Hikim, Ron Pinchback, Thomas O'Rourke, Martha Peterson, Thomas Blanton, Nick Arena, Donna Grimes, and Dennis Williams

Excused Absence: Louis Wolf

Jay Winter Nightwolf resigned from the LSB on May 12, 2021.

Timekeeper: Donna Grimes Sergeant at Arms: John Tatum

III. The agenda was approved as amended

IV. The May 12, 2021 minutes were approved.

V. Management Reports

Katea Stitt, Program Director is absent due to hospitalization.

Jerry Paris, General Manager stated,

Katea Stitt's hospitalization

Katea suffered serious health complications.

Neilson Report and Pledge Drive

The station has made some strides. Presently, the station's Neilson report is between 19 and 20. At the close of the pledge drive, the station came close to the \$325,000 goal. We will achieve the goal in the next pledge drive.

Special Programming and Events

At the May 31st event, in honor of Sam Burns, "The House That Sam Built: A Birthday Tribute to Sam", WPFW set up tables. The GM, Jerry Paris, Sabooh Hakim, a former Chair of the LSB and several WPFW volunteers attended and manned the tables. WPFW postcards were distributed to the large crowd during the live broadcast from the Capital House Festival on May 31, at Meridian Hill Park. During the event on May 31st listener's commented that they liked all the special programming on WPFW and the new collectives. On May 25th WPFW and WBAI produced a broadcast commemorating the Anniversary of George Floyd's Murder and African Liberation Day for Pacifica National Network Broadcast - Not In Our Name: Policing in America.

Finances

Finances are good. The Central Service, payroll and health care payments were made.

Questions and Comments:

Vanessa commented that she and her husband heard the Prince Tribute special programming on June 5 and they enjoyed it. She stated, “This type of special programming attracts new listeners such as her husband who is not a wlfw listener”.

Marsha: We would like a WFLW table and post cards at our Juneteenth program in Montgomery County. Arthur is speaking at the event celebrating Juneteenth. Is it possible for us to get these? GM, Jerry said, yes we can provide a table and cards.

GM, Jerry said, we need to reach out to our listeners in Virginia. He further stated that there is a movement in Montgomery County as a result of the broadcast coverage of 24 year old Kwamena Ocran’s killing by Gaithersburg Police.

VI. Finance Committee Report (submitted a written report: See Attachment A)

Nick Arena stated,

The Station is doing very well. We are about on budget. The Station is limiting expenses. The NETA audit is expected to be completed by June 2021.

VII. Community Comment

Zabby shared her website. She asked, how much is WFLW’s total budget and who are the contributors that you expect money from? Nick Arena informed her that our budget is part of the Pacific audit and the information is included on the Pacific website. He told her that we don’t give the name of the major donors.

Community Member: She inquired if the committee meetings are open to the public. The response was yes.

Tony Leon asked, why is the program committee meeting telephone number missing on the WFLW website calendar? He was told the number is on there now.

Maria indicated that she is a member of KPFK. She is also a West Coast council woman. She has listened to programs on WBAI and KPFT.

VIII. PNB Report

Ron

The election ballots for the New Day Referendum were sent to members. The PNB passed two motions.

Saboo stated that the CAB has met. He will call the CAB chair to update the information.

Julie is a member of the PNB Strategic Planning Working Group. She said they are investigating several measures/prospects to repay the loan.

IX. Outreach and Development (submitted a written report: See Attachment B)

Martha stated that the local election supervisor attended the meeting on June 1. Individuals interested in becoming an LSB candidates must register between June 1st and June 30th. The committee created thank you cards for the pledge drive premium gifts. The 5K walk is scheduled for September 18, 2021. Arthur gave a report on the Town Hall meeting. They discussed scheduling the next Town Hall meeting in July. Issues to be discussed at the meeting are the following:

- recruiting individuals to fill the recent LSB vacancies
- the murder of Mrs. Cooper's son Kwamena Ocran

- listeners' input on programming

X. Programming Committee (submitted a written report: See Attachment C)

Craig Hall and Donna Grimes reported:

In April and May they discussed the Programmer's Bill of Rights and looked at the Management Operation guide. They are making progress on developing a process to protect programmers. A new draft General Manager's Evaluation form was distributed accompanying the General Manager's job description. Additionally, they discussed declining jazz programming. They are considering presenting a resolution regarding jazz programming. Programmers expressed concern about special programming preempting the regularly scheduled programs. LSB members agreed that the LSB show was successful.

Vanessa stated the following:

She expressed concern about the Program Committee Reports for April, May and June. The April and June reports included unsubstantiated comments about an alleged decreased in jazz programming. She said the committee has agreed to revise the April report based on corrections proposed by Thomas O'Rourke and Vanessa. However, this revised report was not submitted to the LSB. The report for May was submitted late and therefore not accepted, and subsequently not submitted again as required. The June report should be revised to strike the allegation about the decrease in jazz programming which reflected the opinion of the interim chair, Craig Hall, due to the loss of his Friday night show. The Chair directed the committee to resolve these issues at the next Program Committee meeting, if possible.

Martha asked Vanessa whether she received the copy of the program schedule grid that was sent in May to the Committee members. Vanessa responded that she received one of two parts of the document sent by Martha.

XI. Communication Standards and Enforcement Committee

No report was submitted.

XII. Unfinished Business

The Proposed Directives will be addressed in the next meeting. The Chair, Directives 1 and 2 were discussed in April. The vote was unanimous and the Directives were approved.

These are the Proposed Directives to be discussed:

It was decided that the following directives below will be discussed further at the next meeting:

Member Requirement

1. Each LSB member shall also be a volunteer member on at least one Sub-Committee effective May.
2. Members are to discuss issues with Station Management with the LSB for approval of presentation to Management. (This does not include questioning and comments during Management Reports).
3. Keep a copy of the SRC with you when attending meetings for quick referencing as needed.

New "Eval" Committee

1. Establish a Committee for the purpose of evaluation of the PD & GM during a fiscal year; and reconvene at a time when a vacancy occurs for candidate selections in either position. The evaluation will consist of a mid-year

review/report due in April and an EOY evaluation/report due in Oct. The draft of this evaluation criteria shall be discussed and approved by the LSB, the GM and PD together!

Zoom Account

1. LSB Account via Chair/Vice-Chair/Sec/Treasurer controlled – Funding TBD

E-Mail Etiquette

1. The List Serve is not to be used for personal platforms and must be approved by the Chair. Send such request to Chair/Vice-Chair & Cc Sec.
2. The “Reply All” feature should not be used unless it's something pertaining to all members; just simply reply to those directly involved.

Financial Budget

1. A vote on a \$50 per annum for LSB personal budget as needed for Zoom, gifts, fundraising, etc. [Due at June meeting]—that's equivalent to \$12.50 per month for this first implementation if started in March. If it continues in the years hereafter it will be \$10 per month starting in February of each year. Lump sums are acceptable due by June. Explanation and deep discussion is merited for this item due to member and station restraints.

There will be an Executive Session for the July LSB meeting.

XIII. New Business/Action Item Summary

Kathleen Maloy's Motion

I move that the Program Committee be disbanded or dissolved.

Vote: 13 No/Against 2 Yes/Favor 1 Abstention

Chair's Action Item Summary

1. We will discuss jazz on WPFW.
2. Lou's Commentary
3. Julie wanted to discuss when we will return to in-station meetings.

Convened: regular meeting: 9:27 p.m.

Opened the Executive Session: 9:45 p.m.

As per the bylaw, Article Six, Meetings of the Board of Directors, Section 7, the executive session involved matters dedicated to and predominantly regarding LSB personnel matters.

XIV. Adjourned the regular meeting 10:40 p.m.

Arthur McCloud, Chair adjourned the meeting

Minutes submitted by: Secretary, Ellen Williams Carter

Attachment A

WPFW Finance Committee Report - Monday, June 7, 2021

1. Station Cash Flow Update: Bank Balances were \$213K. This is due to the Spring Pledge Drive raising over \$290K to date on a goal of \$325K. Donations are still being tabulated. Congratulations and thanks to all the staff, programmers and volunteers! Additional major donor gifts are expected in July thru October. Off-air and other types of fundraising are still needed due to shortfalls in 2019 and 2020. Certain LSB members and the General Manager will be discussing new grant opportunities and foundation going forward.
2. 2021 Budget Revenue and Expense Updates: Financial statements are being provided by NETA, the interim CFO to Pacifica who also is providing accounting support to the Station. November statements were available at the time of the report.

PNO estimates that WPFW past due Central Services payments for FY19-20 are approximately \$170K. Additional payments for other expenses from FY19 are estimated at \$100K. The PPP loan funds received by the PNO has allowed the Station to make 4 PNO Central Services payments and PRA Central Services payments totaling \$73K in March. This is the major reason that Actual Expenses were \$44K higher than Budget in March. Lastly, some major donor income expected by April is now targeted by October 1. This is the main reason for shortfall in the Estimated Actual FY2021 Budget to Actual provided below:

WPFW FY2021		
	Budgeted Income	Actual Income
October	230,175	212,445
November	112,304	108,442
December	243,510	129,471
January	109,862	80,628
February	186,115	155,849
March	57,003	233,946
April	84,077	71,268
May	219,609	203,631
YTD total	1,242,655	1,195,680
Difference		(46,976)
	Budgeted Expense	Actual Expense
October	126,812	144,641
November	131,588	143,103
December	127,844	125,166
January	126,196	98,140
February	136,997	79,316
March	131,689	175,675
April	112,041	114,080
May	142,173	118,993
YTD Total	1,035,340	999,114
Difference		(36,225)
Total Difference		(10,750)

Attachment B

Outreach & Development Committee Report

June, 2021

Chairperson: Martha Peterson

Members: Marsha Adebayo, Donna Grimes, Sabooh Hikim, Yvonne Hill, Arthur McCloud, Tony Norman, Martha Peterson, Gloria Turner, Dennis Williams.

Purpose: To actively reach out to communities to help the station serve a diversity of all races, creeds colors and natsns. To assist in station fund-raising activities. To conduct Town Hall meetings at least twice a year.

The Outreach & Development Committee met on Tuesday, June 1st. We discussed and decided upon the following:

1. The Local Election Board Supervisor attended the meeting and discussed the upcoming elections. Individuals who wish to become candidates must register between June 1st and June 30th. Open elections begin August 15th and end October 15th.

The results will be announced Nov. 1st. If you have questions, you may contact Clara at les.wpfw2021@pacific.org

2. The LSB Chair gave a report on the WPFW Town Hall held on May 7th, 2021, which focused on the Referendum.

3. We will host another Town Hall sometime in July. Topics include recruiting individuals to fill the recent LSB vacancies, the murder of Mrs. Cooper's son Kwamena, listeners' input on programming, etc.

4. Create a PSA and FAQ, (to place on the website), addressing the upcoming LSB elections.

Attachment C

Program Committee Report – June 2021

- The Program Committee met June 2, 2021 for approximately 1.75 hours via teleconference.
- Progress on the draft Programmer's Bill of Rights was discussed. Revisions to the draft from the Programmer Bill of Rights Task Force have been completed, and further review and input will be solicited from additional Programmers.
- A new draft of the General Manager's evaluation form was distributed in conjunction with the General Manager's job description. Program Committee members are reviewing these documents and preparing their input on this issue for next month.
- The Committee discussed the trend of declining Jazz music programming hours over the last several years, and whether this is a concern that the Committee is interested in bringing to the LSB in the form of a resolution in support of Jazz music programming.
- A letter of explanation was sent to the committee by a Programmer with concerns about how pre-emptive special programming is implemented, but was not received in time for discussion.

Craig Hall, Temporary PC Chair