

WPFW Regular LSB Meeting March 17, 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 6:41 pm

II. Roll call

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

2-Excused absence: Thomas Blanton, Donna Grimes, Nick Arena

1-Unexcused absence: Jay Winter Nightwolf

Lucille Perez resigned from the LSB.

Timekeeper: Dennis Williams Sergeant at Arms: John Tatum

III. The agenda was approved.

IV. The February minutes were approved.

V. Management Reports

Jerry Paris, General Manager stated,

Jerry said that \$453,000 was raised during the Pledge Drive. The fulfilment rate was 120% and 90% of the donations were done on a credit card. The new phone system allows the managers to receive calls for pledges/donation after the drive ends. This past weekend Bill Weinstein installed CAT6 Ethernet cables. Jerry said that he spoke with Jerome Page who is volunteering to help with grant writing.

Questions:

Thomas O'Rourke asked if public affairs programmers can come into the studio to broadcast their programs. Jerry said at this time only music programmers are coming into the studio.

Moe Thomas stated,

Yesterday, we added another phone set. We are also getting new lines at the antenna and the station. These additions that were made saved some dollars. In addition, the station sold some equipment and it allowed us to buy new equipment. The new phone system allowed us to capture calls after midnight during the pledge drive. The new phone system made a difference during the pledge drive.

Katea Stitt, Program Director stated,

During the drive we introduced a Hoodie that celebrates the stations 44 year anniversary. The Chick Corea tribute was successful. In February 2021, DCjazz Festival featured Katea Stitt for Black History Month as one of DC's biggest jazz advocates, and gave a \$2,000 award to Katea Stitt. Presently, Sojourner Truth hosted by Margaret Prescod is airing 5 days a week at 5:00pm. When Live @ 5 returns, it will have a dedicated host and prerecorded. WPFW will air the NEA awards on April 22, 2021. On April 23, WPFW will partner with the

Goethe-Institut to present a tribute to Angela Davis. WPFW will air a tribute to Duke Ellington on April 29th. The station will celebrate Jazz and Poetry during April. She thanked the Chair for suggesting the new phone system used it for the pledge drive. She reiterated that WPFW is 19th in the market as indicated in the Neilson ratings.

Questions:

Ron stated that he hopes we have PSAs for the upcoming special broadcasts. Katea responded yes there will be PSAs..

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

Julie reported for Nick. She stated that the station has a budget deficit in income; however, we are receiving a major donation that cancels the deficit.

Question:

VII. Community Comment

Miyuki Williams thanked LSB members who pitched with programmers during the pledge drive. She also thanked the staff. She stated that WPFW has been without a Development Director for a while. Miyuki said we need a Development Director.

Community Person stated that in order to be eligible to vote on the New Day Referendum, your membership must be up to date. You must be able to verifying with your station that you have contributed \$25 or performed 3 hours of volunteer work between April 8, 2020 and April 7, 2021.

Tony Leon congratulated all on the successful pledge drive. He thanked the LSB for the certificate he received. He hopes management will agree to implement the Programmer's Bill of Rights and Procedures. He stated that paid staff has a union but the programmers have nothing.

VIII. PNB Report

Ron stated,

The PNB will meet tomorrow about New Day. To be eligible to vote on the New Day Referendum, you must be able to verifying that you have contributed \$25 or performed 3 hours of volunteer work between April 8, 2020 and April 7, 2021. The vote occurs in July. The PPP Loan came through. Ron is going to forward the **fair campaign** information to the LSB and management.

Vanessa thanked Wayne Bruce for serving on the PNB. She is looking forward to Thomas O'Rourke joining the PNB.

Julie encouraged the LSB members to participate on the PNB committees.

WPFW PNB director

Thomas O'Rourke was placed on the PNB by acclimation. Wayne Bruce resigned from the PNB.

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

Martha Peterson stated,

The Walking Back to Life maybe virtual as well as in person. Amendments were made to the resolution regarding pledge drive donation thank you responses. A Town Hall is planned. The tentative date is April 17. Ron and Arthur will review the debate criteria for “New Day Referendum” debate.

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

Acting chair, Thomas O’Rourke stated,

They need information about the wlfw.lsb@gmail.com. Arthur will host the LSB show on March 26. They are trying to get someone from the New Day campaign to speak. The Human Resource Director sent them some documents to help develop the management evaluations. The Program Committee will start formulating a Program Director Evaluation. It will be based on the WFLW Program Director Job Description. They are waiting for the Programmer’s Bill of Rights to be approved. They are also awaiting copies of the Programmer’s Self-Evaluation document.

Questions:

Arthur said that he needs to know, “who is the acting chair of the program committee?” The response was, it will be confirmed at the next PC meeting that Craig Hall will be the Interim Chair of the Program Committee.

XI. Communication Standards and Enforcement Committee

No report.

XII. Unfinished Business

No unfinished business was addressed.

XIII. New Business

Arthur McCloud, chair, stated;

He was presenting **Proposed LSB Directives** for discussion. They are the following:

Deadlines

Vote: No objection

1. Agenda item request and Minutes edits must be submitted NLT one week prior to meeting time; (i.e. c.o.b. Thursday). Any submissions thereafter will be considered for next meeting unless excused for extenuating circumstances. Send to Chair, Vice-Chair & Cc Sec.
2. Sub-Committee Reports are due 5 days prior to meeting time (i.e. c.o.b. Friday) unless excused for extenuating circumstances. Send to Sec., Chair & Vice-Chair. Each report should include 4 headings listing Chairperson & Members; Purpose (of the Committee); Mission Statement; and Current Status. The first 3 will remain the same unless there are member changes. The Current Status is what you all do currently anyway. See CSE Reports for formatting. The Vision & Forthcoming headings are optional. There will be a 5-minute allowance for each report and 5 minutes for questions/comments if needed.

Community Comment

Vote: No objection

Community Comment - will be moved to 8-8:30pm effective May.

The two directives above were voted on during the meeting.

It was decided that the following directives below will be discussed 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.

In addition, Arthur added:

No more speaking out of turn during meetings.

He also wants the CSE Committee to evaluate each LSB meeting.

XIV. Adjourn the regular meeting 9:25pm

Arthur McCloud, Chair adjourned the meeting

Minutes submitted by: Secretary, Ellen Williams Carter

Attachment A

WPFW Finance Committee Report - Monday, March 8, 2021

1. Station Cash Flow Update: Bank Balances were \$148K as of February 28. Additional major donor gifts are expected in March thru June. The Winter Pledge Drive raised over \$368K (122% of goal). Congratulations and thanks to all the staff, programmers and volunteers. 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. Three large major donor contributions budgeted for November, December and January are now expected March thru June. In addition, a large portion of the Winter Pledge Drive will show up as revenue in March versus February. This is the majority of the 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
YTD total	881,966	686,835
Difference		(195,132)
	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
YTD Total	649,437	590,366
Difference		(59,070)
Total Difference		(136,061)

Attachment B

MARCH OUTREACH & DEVELOPMENT COMMITTEE REPORT

Topics of Discussion:

1. WPFW Virtual Walk to End COVID 19!

- a. The name is outdated and needs to be changed. One possible name - Walking Back To Life! (taken from Back to Life, a song by Soul to Soul).
- b. A member of the American Psychiatric Assoc. attended the meeting and offered to help with the Walk. She is a member of the Prince George Running Club.
- c. The Walk can either be separate from the next Pledge Drive or offered as a gift during the Drive.
- d. The tentative month for the Walk is May or June.

2. WPFW Town Hall

- a. Tentative date is April 17
- b. The main topic is a discussion of New Day Pacifica and Fight Back Pacifica.

Amendment to February's Outreach & Development Resolution

Thank you for your recent order. Your donation is tax deductible. We appreciate your support for WPFW, your Jazz & Justice station

Attachment C

MARCH PROGRAM COMMITTEE MEETING

Summary Report -- March 10, 2021

Note: Thomas O'Rourke has been serving as Interim Chair in Donna's absence. Because of other responsibilities, he is not interested in continuing as Interim Char. During Program Committee elections, a recommendation was made to ask Craig Hall if he would be willing to serve as Interim Chair until Donna comes back and he has unofficially agreed. Thomas will serve as Vice Chair and Martha Peterson as Secretary.

Agenda: 1. LSB Show 2. PD & GM Evaluation 3. Programmer Bill of Rights 4. Programmer Evaluation.

1. LSB Show - Only two LSB members pledged during the Pledge Drive on the broadcast of the February LSB Show. More should have pledged to show solidarity with the LSB Show.

In order to examine listener feedback, all LSB members should have access to wpfwlsb@gmail.com, the website for WPFW listeners who want to share their concerns with the LSB. This should be done in case message pertinent to LSB matters and LSB Committee matters need a response from us.

Plans are being made to hold a debate about Pacifica Fight Back and New Day Pacifica on the next LSB Show which Arthur McCloud has again volunteered to host and co-produce.

2. PD & GM Evaluations: Ms. Dobek, Human Resource Director was asked to send the GM Evaluation Survey that was created by KPFA radio station. She sent the Survey. It will be reviewed by the Program Committee to

see if it is appropriate for WPFW. The Program Committee will start formulating a PD Evaluation Survey. It will be based on the WPFW PD Job Description.

3. Programmers Bill of Rights: The Programmers Bill of Rights Task Force Committee has not yet concluded their discussions about the Bill of Rights. They are continuing to meet.

4. Programmers Evaluation: Arthur, LSB Chair, reported that programmers filled out a self evaluation in 2016 or 2017 and in 2013. They did not receive any feedback about their answers. Requests for a copy of the self-evaluation form have been made, yet the committee has not yet seen one.

5. MASC: The LSB Chair McCloud reported that a Committee should be formed to replace the MASC. It will be called the Evaluation Committee. The LSB should decide whether the Evaluation Committee should be approve and implemented.