

WPFW- LSB Regular Meeting Minutes March 13, 2024

Teleconference via Zoom Washington, DC

Dennis Williams – Chair

Wayne Bruce – Vice Chair

Kamau Harris –Treasurer

Ellen Williams Carter - Secretary

**1. Call to Order started at 6:30pm**

**2. Logins/Greetings/Roll Call**

- |                         |                       |
|-------------------------|-----------------------|
| 1. Anita Irene Adams    | 12. Mariah McClain    |
| 2. Karen Briggs         | 13. Ron Pinchback     |
| 3. Vanessa Dixon-Briggs | 14. Minerva F Sanders |
| 4. Verna Avery Brown    | 15. Adele M Stan      |
| 5. Michael Byfield      | 16. Dennis Williams   |
| 6. Bill Curtis          | 17. Wanda Gnahoui     |
| 7. Violetta Diamond     | 18. Patrick Morrison  |
| 8. Sue Goodwin          | 19. Wayne Bruce       |
| 9. Kamau Harris         | 20. Ambrose Lane Jr.  |
| 10. Arthur Hyland       | 21. Robert A. Gordon  |
| 11. Tony Leon           |                       |

Excused absences: Sarah E. Brown and Andrew Kreig

Unexcused: Donna Grimes

**3. Resignation:**

**4. The agenda was approved.**

Minerva wants the PNB moved up.

Dennis Williams, Chair's motion:

Motion: I move that the agenda stay as it is and the PNB report not moved.

Vote: 12 Yes 4 No

## **5. February 14, 2024 minutes were approved.**

### **6. Management Reports:**

Jerry Paris, General Manager, reported:

#### Premiums

When thank you gifts are not received, it presents a problem.

#### Listenership

We lost a large part of listenership; however, we now have better reception and there has been a spike in people listening to radio.

#### Finances

The station continues living pay check to pay check. We paid all the rent, the electric bill, tower rent, pay roll, Central Services and Health Care.

#### Relocation

We are looking into shared engineering with American University. It is a fully equipped facility for \$1200 a month. The space is not as small as the Festival Center. They also contract out WAMU engineers. Engineers are available. The address is:

4401 Connecticut Ave NW,

Washington, DC 20008.

#### Town Hall

Town Hall is a call for community action not fundraising.

**Katea Stitt, Program Director**, submitted a written report (Attachment A)

She didn't attend the meeting because of illness.

Dennis Williams, chair read the written report.

### **7. Development Staff**

Miyuki Williams reported:

#### Pledge Drive for New Building

On April 6<sup>th</sup> and 7<sup>th</sup>, we will have a Pledge Drive for a New Building. The goal is to raise \$200,000.

The contribution can be made using a QR code to a restricted bank account.

### Spring Pledge Drive

We want to reduce the Spring pledge drive to \$200,000. and we would like the LSB to raise \$75,000. It can be done, if each member raises at least \$1,000.

### Premiums

Minerva will address past premiums.

## **8. Finance Committee Report**

Treasurer, Kamau Harris report and submitted a report (see Attachment B)

He has asked for information from the General Manager several times but didn't receive the information.

### **Motion voted on during the Finance Committee meeting:**

Motion to Request PNB Director(s) Inspection of Corporate Records of WPFW

Whereas the WPFW Finance Committee has the responsibility of oversight of the financial activity of the local station

Whereas the proper oversight of the financial activity of the station requires the presentation of accurate and complete reporting from station management

Whereas the requests from the WPFW Finance Committee to view the source documents supporting various accounts of concern have yet to be presented

Therefore we, the members of the WPFW Finance Committee, request the assistance of our PNB Directors, under their powers expressed in Article 12, Section 3 of the Pacifica Bylaws to inspect and copy the records supporting the management provided list of bank transactions for the twelve (12) months ending 9/30/23 and the five (5) months ending 2/29/24.

**Vote: 17 Yes 1 No 2 Abstentions**

## **9. Evaluation Committee**

They will evaluate the Program Director and meet on March 18.

## **10. MASC committee**

They are making sure they have all the information needed and would like Community Engagement.

### Sub Committees

#### **(a) Creating a Survey**

**Members:** Ambrose, Tony and Robert

They looked at previous surveys that were good and made some changes. They intend to make it available at the Town Hall. In addition, it will be placed online for two weeks.

**(b). Adds**

**Members:** Irene and Minerva

The adds will be placed on LinkedIn and other places that individuals with radio experience would view it.

**(c). Vacancy Announcement**

**Members:** Ambrose, Ron, and Verna

PNB Directors request:

Can a PNB director join the WPFW MASC?

**11. Community Comment**

**Eric Ramey** informed everyone that Jim Brown and Dorie Ladner passed. He also gave a tribute and information about their many contributions to make this a better world.

**Martha Peterson** thanked Eric for the tribute for Jim Brown and Dorie Ladner. Martha asked is Jerry on the Relocation Committee. Dennis Williams, chair said yes, they are working together. She said the Community is concerned about the discord in the WPFW Festival Center situation that hasn't been resolved.

**SabooH Hikim** said on April 15, at the VIP room 6201 3<sup>rd</sup> Street NW, the Community Outreach Committee is working on a retirement party for Jerry Paris.

**Louis Wolf** said he is excited about the possibility of the new location and he would like to see the property that Jerry Paris, GM mentioned. He doesn't understand why we didn't get the Festival Center.

**Marsha is** concerned that staff evaluations may not include members of the WPFW community's participation and responses to ensure transparency.

**Star Bowie** was surprised that Northeast and Southeast Washington, DC areas were not mentioned as possible locations for a progressive radio station. She doesn't think it should be in an affluent area.

**12. Relocation Committee**

Kamau Harris, chair reported:

He shared the list of potential properties. Adele created a PSA for the relocation committee.

The relocation of the station will require \$200,000 to move out and into the new location.

**13. PNB Report**

Minerva Sanders reported:

- Feb 1, was a closed meeting about lenders.
- Feb 15 all members were present and Stephanie Wells, Executive Director (ED). It was a closed session. A letter from FCC was presented.
- Executive Director selected 5 individuals for NES.

Irene Adams reported:

Audit committee

There is no report for the audit committee. They haven't met.

Governance committee members are Verna and Violetta.

The ED is putting together groups to work with the PNB.

- Concerned about the drop in membership
- Public Affairs and News

#### **14. Development Committee report (see Attachment B)**

Irene stated:

Members are: Minerva, Arthur Hyland and Irene

They meet on the last Thursday of every month.

The station needs money for marketing. Bill Curtis donated pins and refrigerator magnets. Leftover items from the Mid-Atlantic Jazz Festival will be distributed at the Town Hall.

#### **15. Community Outreach**

Violetta Diamond, chair

##### **Town Hall**

Town Hall PSA is available in the studio for on air play.

Theme: Generations Moving Forth

Place: New Bethany Baptist Church

1300 10<sup>th</sup> Street, NW

Washington, DC

Agenda:

- Welcome and Introductions
- Youth Engagement
- Food will be provided
- MASC

- LSB chair
- Jerry comments
- Jerry retirement party April 15

Ron wants members of the committee to come on his show to talk about the Town Hall on Friday.

Minerva requested a love offering for the church. Gloria Turner is providing food.

## **16. Program/LSB Show Committee report**

Minerva Sanders reported:

PD did not attend the meeting.

Items discussed:

1. Ways to establish better cooperation and collaboration with the PD.
2. Program committee election Minerva Sanders, chair.
3. Programmer Bill of Rights
4. How the Program committee can reach out to programmers.
5. Program grid handed out at the Jazz Festival
6. Thanked Irene and Bill for the drop down for the LSB show.
7. LSB show fund drive went well thanking them.
8. Would like ideas for the LSB show. You can contact Minerva, Irene and Bill.
9. Sarah Brown motion: She shared her ideas for the programming with Inside Out Collective
10. PD evaluation

## **17. Communication and Standards and Enforcement Committee**

Bill Curtis reported:

There is no report.

He asked who wants to join the committee? Irene volunteered.

## **18. Unfinished Business**

None

## **19. New Business**

Dennis Williams and Kamau Harris submitted a motion:

Motion for the WPFW-LSB to Raise up to \$75K for Local Station Operations

.... that the LSB commit itself to the goal of raising up to \$75K to support the operations of the station within the next 12 – 16 weeks while preparing a long-term strategy to consistently raise funds that can be incorporated into the annual operating budget of the station

Vote: 15 Yes 2 No 2 Abstentions

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**20. Action Items/Agreements Summary**

None

**21. Dennis Williams, Chair, Adjourned the meeting at 11: 02 pm**

Minutes submitted by: Secretary, Ellen Williams Carter

**Attachment A**

**PROGRAM DIRECTOR REPORT**

**MARCH 2024**

WPFW has had a whirlwind few months since the quarter began.

**ONGOING COVERAGE OF PALESTINIAN/CONGO/ DC AND BALTIMORE JUVENILE CRIME BILLS** – Since October, many WPFW Programmers have done an exemplary job of producing programming on this issue. In addition to our three new shows – Next Up to the Mic with Andy Shallal;

the Miko Peled Hour; and Darker Than Blue with Jaqueline Luqman and Sean Blackmon focusing largely on Palestine, a number of other shows - Voices with Vision, To Heal DC, On the Ground, Jazz Stories, African Deep Thought, Morning Brew Beyond Borders, Sojourner Truth, and others have also done an incredible job highlighting all of these topics!.

**JAZZ AT 100** – On February 2, we celebrated Jazz artists with centennial birthdays in 2024. The day was wildly successful with our listeners. Theme and description below:

**WPFW presents *Jazz at 100 2024*, a sonic centennial tribute to those artists turning 100 years old in 2024, and one that will become an annual broadcast.**

**On February 2nd from 5am until midnight, we'll celebrate the music of Max Roach, JJ Johnson, Sarah Vaughn, Teddy Edwards, Blossom Dearie, Marshall Allen, Armando Peraza, Lucky Thompson, Louis Bellson, Dinah Washington, Kenny Dorham, Bud Powell, , Paul Desmond, DC's own Charlie Rouse, and adopted DC native son, and my father Sonny Stitt!**

**That's *Jazz at 100 2024*, February 2nd 5am until midnight, right here on WPFW, your station for jazz and Justice, building a better world would broadcast at a time.**

**WINTER PLEDGE DRIVE** – Our drive theme and description are below. Strategic substitutions were made throughout the grid to get as close to goal as possible. The drive garnered \$261,117, although as of today more pledges have been discovered by Otis. This is Developments lane but sharing.

***WPFW: Revolutionary Radio for Revolutionary Times:***

**Gil Scott-Heron said the revolution will not be televised and yet we've seen oppression, suffering and resistance streamed in real time across this country and around the world, from Palestine to DC.**

**In times, like these, it's imperative to have a station like WPFW, that centers justice, reflects hope, and fosters solidarity throughout our music and public affairs programming.**



**From February 4th through the 24th, we offer you the opportunity to partner with us in this critical work of liberation by donating during our spring pledge drive and ensuring that WPFW will be here to chronicle the revolution.**

**PASSING OF REUBEN JACKSON** - Reuben Jackson, poet, Ellington scholar, and co-host of Sound of Surprise, transitioned on Sunday, February 16. Miles Willis is now alternating with Larry Appelbaum. While many Programmers honored Reuben individually, our annual Jazz poetry Programming Day in celebration of National Poetry Month, will officially be in tribute to Reuben. Date TBD. We are also working with the family to livestream and broadcast his memorial service on Sunday, March 24 at the Josephine Butler Center (2437 15<sup>th</sup> Street, NW) at 5PM. It will include music and poetry.

**HAPPY 47<sup>TH</sup> BIRTHDAY WPFW/TRIBUTE TO DORIE LADNER & SNCC:**

On Wednesday, February 28<sup>th</sup>, WPFW celebrated 47 years on air with special programming from 5am until midnight. The day was presented as both a way to garner additional funds to offset the drive shortfall, and to raise money to help our beloved Mama Dorie Ladner, who passed away Monday morning. It was a beautiful day that spoke to the origins of WPFW, our mission, and our esteemed position as an institution. Our Programmers did a brilliant job! We received permission from Jon Almeleh, who handles compliance, and the ED to offer the community gift of supporting both WPFW and the SNCC Legacy Project, allowing us to contribute to Mama Dorie's care. Pleased to report that our listeners completely embraced the community gift, raising \$18,088, with 40% (\$7235.20) going to SNCC Legacy Project! In addition, a number of our Programmers, and LSB members – Dennis, Arthur Hyland, and Vanessa – recorded HBD drops used that day, which we are now rotating as evergreen fundraising drops. I spoke with Amy Goodman, who happily joined in the effort and offered pre-recorded drops

for her show that honored our birthday and SNCC/Dorie, but she generously offered the \$2000 dinner and a show package, which is also an evergreen fundraising drop now. Theme and description below:

**This Wednesday, February 28th, WPFW celebrates 47 years of speaking truth to power powered by the people!**

**In celebration and commemoration of those whose shoulders this station stands on, we present *Freedom Road: A Salute to SNCC, Dorie Ladner and 47 Years of Jazz and Justice Radio*.**

**From 5am until midnight, we will illuminate and interrogate the work and legacy of the Student Non-Violent Coordinating Committee, and the pivotal role many SNCC members played in the creation of WPFW. We will also be honoring one of SNCC's beloved daughters of the movement, Dorie Ladner!**

**That's *Freedom Road: A Salute to SNCC, Dorie Ladner and 47 Years of Jazz and Justice Radio*, this Wednesday, February 28, 5am until midnight!**

**WPFW, building a better world one broadcast at a time!**

**PROPOSED PRIDE PARADE PROGRAMMING (SARAH BROWN)** – As previously noted, I have shared the proposal with our LGBTQIA collective Inside Out and will be meeting with them next week. Will share outcome. Thank you, Sarah, for your submission.

### **UPCOMING SPECIAL PROGRAMMING:**

March 14 – Quarterly Programmers' Meeting – program evaluation overview, and winter drive debrief

March 24 – Broadcast of Reuben Jackson Memorial Service

April TBD – Jazzoetry dedicated to Reuben Jackson

April 6 & 7 – Building Fundraising Days Raising \$50,000 for move. Theme – Funk Is the Preacher; Jazz Is the Teacher

April 13 – Annual NEA Jazz Masters Awards Broadcast from the Kennedy Center (our own Willard Jenkins among the honorees!!)

April 30 – International Jazz Day

**I am again ill – 3<sup>rd</sup> time in a month - and am recuperating from a fall, so I will not be able to attend the Town Hall, as I previously agreed to do. Violetta has graciously agreed to read this report.**

**Should listeners have questions/comments, they can reach out to me at [info@wlfw.org](mailto:info@wlfw.org). Of course, LSB members can reach me by phone/text or email anytime.**

**Attachment B**

**Finance Committee  
WFLW Local Station Board (LSB)**

Report to the LSB  
March 13, 2024

Kamau Harris, Treasurer/Chair  
Julie Hewitt, Member  
Lou Wolf, Member  
Saboo Hikim, Member  
Tony Leon, Member  
Eileen Rosin, Member  
Kathleen Maloy, Member

The Finance Committee held its monthly meeting on Monday March 11th at 7pm via Zoom. The agenda was as follows:

1. Convene Meeting
2. Approve Agenda
3. Financial report from management (Jerry Paris, General Manager)
4. Review of February bank transactions and outstanding payables
5. Final report on Winter Fund Drive
6. Update on FY24 Budget
7. Schedule LSB Workshop, "How to read an Income Statement"
8. Motion from Chair – "Request of PNB Directors"
9. Questions
10. Adjourn

**The following financial information was provided by station management:**

Ending Cash Balance in Truist Acct at 2/29/2024:	Not provided
Total Debits in Jan (-)	\$ 105,707.57
Total Credits in Jan (+)	\$ 227,247.68
Ending Cash Balance in United Acct at 2/29/2024:	No info provided
Ending Cash Balance in Truist Acct at 3/11/2024:	\$ 30,384.21
Outstanding Accounts Payable at 2/29/24:	\$ 327,000.62

**Attachments:** Reports from WPFW Management; Motion passed on "Request from PNB Directors"

**Conclusion:**

The next meeting of the Finance Committee will be on Monday April 8, 2024 beginning at 7:00pm via Zoom.

Many thanks to the members of the committee for their service!

Feb-24	WPFW Bank Activity		
<b>Beginning Balance</b>		<b>Amount</b>	<b>\$ 16,505.86</b>
Listener Support		\$ 227,247.68	
Off Air Campaign WPW			
Donations (CARS)			
Major Gifts			
Comm Event			
<b>Total Deposits</b>			
<b>Withdrawals</b>			
Loans and Advances to Employee - Administrat	700-1270-01		
Payroll	700-1293-01	\$ 59,416.78	
Wire	700-1293-01		
Health	7001293-01	\$ 13,421.46	
Central Services	7001293-01	\$ 2,667.00	
Central Services PRA	7001286-01		
Consultants - Admin	700-6300-01	\$ 3,000.00	
Consultants-Engineering 3 people	700-6511-01	\$ 6,963.14	
Telephone - Admin	700-6581-01	\$ 4,157.23	
Postage	700-6590-01		
Professional Service- Legal	700-6600-01		
Bank Charges - Admin	700-6610-01	\$ 590.12	
Credit Cards Financing Fee-Administration	700-6630-01	\$ 295.75	
Local Travel - Admin	700-6641-01	\$ 1,861.25	
Board Expenses - Meeting & Travel- Administrati	700-6650-04		
Office Expenses - Admin	700-6680-02	\$ 888.59	
Rent Expense - Admin June	700-6680-04		
Tower Rent - Admin	700-6698-01		
Utilities-Tower - Admin nov/dec	700-6750-03	\$ 8,632.15	
Maintenance-Non-technical -Op	700-6751-03	\$ 234.99	
Maintenance Technical - Programming	700-6820-02	\$ 1,058.29	
Maintenance Technical - Operations	700-6790-03	\$ 1,500.00	
Premiums - Development	700-6750-03		
Premiums - Development shipping	700-6752-03	\$ 16.94	
Miscellaneous charge 1 fraudulent charge		\$ 294.50	
Web-Site Expenses - Programming	<b>700-6698-01</b>	<b>\$ 709.38</b>	
<b>Total Withdrawals</b>		<b>\$ 105,707.57</b>	
<b>Ending Balance</b>			<b>\$ 16,505.86</b>

## Outstanding WPFW A/P (vendor) 02/01/24

Vendor	Date	Amount
The Bernstein Companies	as of 02/24	\$ 70,914.98
Service Mechanical Service HVAC	as of 02/24	\$ 295.00
Service Mechanical Service HVAC July	as of 02/24	\$ 11,320.00
Central Service 14 months	as of 02/24	\$ 176,960.00
Central Service 12months	as of 02/24	\$ 24,492.00
American University Tower /dec/jan/feb	as of 02/24	\$ 19,679.24
RRC/Nielson Data( svr suspension)	as of 02/24	\$ 6,960.00
Kastle System yrly chrg for security	as of 02/24	\$ 1,155.61
Pepco feb	as of 02/24	\$ 8,362.69
BMI	as of 02/24	\$ 6,861.10
		\$ 327,000.62

### **Motion to Request PNB Director(s) Inspection of Corporate Records of WPFW**

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