

Minutes for the regular National Finance Committee meeting December 19, 2023.

Meeting convened at 8:33 PM (ET) a quorum being present, the Chair and Secretary being present.

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Attending: Julie Hewitt, Christina Huggins, Kim Kaufman, R. Paul Martin (Secretary), James McFadden, Sean Kelly McPherson, James Sagurton (Chair), Elizabeth von Gunten also attending were Pacifica Executive Director Stephanie D. Wells, Pacifica Affiliates Network Manager Ursula Ruedenberg, Pacifica Affiliates Network Business Manager Ruth Wiedemeier and Pacifica Radio Archives Director Mark Torres.

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Agenda:

1. Convene Meeting
  2. Roll Call
  3. Adopt Agenda
  4. Chair's announcements (2 minutes)
  5. Updates from stations on the status of their budgets and when the NFC may expect to receive them & Set next meeting date (5 minutes)
  6. Review the Draft FY24 Pacifica Affiliates Network Budget (45 minutes)
  7. Review the Draft FY24 Pacifica Radio Archives Budget (45 minutes)
  8. Report from the Executive Director with Q & A (10 minutes)
  9. Adjourn no later than 10:15 PM (ET)
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**Motion:** (James Sagurton) "To adopt the agenda."

The Committee discussed the motion.

**Amendment:** (Kim Kaufman) "To strike 'Minutes.'" (Passed without objection)

The committee discussed the amendment.

**Motion:** (Kim Kaufman) "To combine 'Updates from stations on the status of their budgets and when the NFC may expect to receive them' with 'Set next meeting date.'" (Passed without objection)

The committee discussed the amendment.

Chair's announcements 8:43 PM (ET)

"Tonight we will review the FY24 Draft Budget for the Pacifica Affiliates Network (PAN) (ED Stephanie Wells, PAN Manager Ursula Ruedenberg and PAN Business Manager Ruth Wiedemeier presenting). We will also review the Pacifica Radio Archives (PRA) FY24 Draft

Budget (PRA Manager Mark Torres presenting).

“If there is time we will also hear a regular report from Pacifica Executive Director, Stephanie Wells.

“Please look at any documents posted by the National Finance Committee Secretary, R. Paul Martin, on the NFC list.

“After the usual preliminaries, in keeping with our policy of taking items that involve guests first, we will review the PAN Budget, which we received on December 12th and then the PRA Budget which was received subsequently.”

Updates from stations on the status of their budgets and when the NFC may expect to receive them & Set next meeting date 8:45 PM (ET)

KPFA - The KPFA Treasurer said she'd check on the status of the KPFA budget which might need to be adjusted because of the change in the Central Services formula.

WPFW - The WPFW Director said that the WPFW Treasurer would try to meet with the General Manager and his assistant to complete it. She said that WPFW was going into a five day on-air fund raiser at end of the year and they may not be able to get people's attention while the station's in the on-air fund raiser.

WBAI - The WBAI Treasurer said that the WBAI LSB had passed a draft FY24 budget. He said he had to check with the WBAI General Manager to make sure that he has everything and it would be sent to the NFC after hearing from the General Manager. The WBAI LSB Treasurer had accidentally moved in the WBAI LSB meeting to send it to the PNB, but it was understood that it should go to the NFC.

National Office - The Executive Director said that she had to make sure if she had to make adjustments to the Central Services formula.

**Motion:** (Kim Kaufman) “To add an NFC meeting on January 2, 2024.”

The Committee discussed the motion.

**Amendment:** (James McFadden) “to add, ‘To cancel the December 26, 2023, meeting.’” (Passed 6 for, 2 against, 2 abstentions)

The committee discussed the amendment.

**Motion as amended:** “To cancel the December 26, 2023, meeting and add an NFC meeting on January 2, 2024.” (Passed 6 for, 0 against, 4 abstentions)

Review the Draft FY24 Pacifica Affiliates Network Budget 9:16 PM (ET)

The Executive Director said that she would go over the basic numbers of the draft FY24 budget and that the Pacifica Affiliates Network (PAN) Director and the PAN Business Manager could answer any questions.

The Chair noted that normally people from the units presented their budget and that it was a little unusual for the Executive Director to present the budget after PAN had been established as a separate unit. The PAN Director said she was all right with the Executive Director doing it.

The Executive Director said that the PAN Director and Business Manager had written some notes at the start of the draft FY24 budget and she hoped that everyone would look at them. She said that PAN's projected revenue was really just revenue for services and fees for FY24. She said that nothing outstanding from FY23 was presented. She said that the draft FY24 budget presented very simple numbers that were based on the actuals for FY23. She said that revenue from affiliates was about \$230,000 and with other fees and services the Total Revenue came to \$258,450 which was about a 2% growth over FY23. She said that expenses were about what they had been for FY23. She said that Employee Benefits, which includes an increase in health insurance premiums, comes to \$26,431. She said that PAN uses *QuickBooks* to manage affiliates fees. She said that the PAN draft FY24 budget was a balanced budget. She said that PAN will look at the budget on a regular basis. She said that PAN would be focusing on grants, sponsorships and underwriting in FY24.

**Call for the orders of the day:** (Elizabeth von Gunten)

**Motion:** (Elizabeth von Gunten) "To extend the time for this meeting by 30 minutes." (Passed without objection) 10:17 PM (ET)

**Motion:** (James Sagurton) "To extend the time for this item by 10 minutes." (Passed without objection) 10:18 PM (ET)

The committee discussed the PAN draft FY24 budget. The PAN Business Manager told the committee that PAN handles the total cost of all servers and that is counted against their Central Services fees. The PAN Business Manager said that about 8.5% of affiliates fees for FY23 were uncollected; she said that they've done some in-person negotiations with affiliate stations to get an idea of their financial situation. The PAN Director said that they prefer to waive a fee and let the station tell them when they can start paying again.

The committee discussed the standardizing of the Chart of Accounts that the National Educational Telecommunications Association had started working on during their time working for Pacifica. The Executive Director said that the Chart of Accounts had not been changed.

The committee discussed PAN's use of *QuickBooks*.

Some NFC members said that they wanted to see a detailed spreadsheet for the PAN FY24 budget instead of a PDF file, and this was discussed.

There was a discussion of how to book money that comes in late for a previous year's fees. The PAN Director said that it would go into a reserve fund.

**Call for the orders of the day:** (Elizabeth von Gunten)

**Motion:** (Elizabeth von Gunten) "To extend the time for this meeting by 30 minutes." (Passed without objection) 10:17 PM (ET)

**Motion:** (James Sagurton) "To extend the time for this item by 10 minutes." (Passed without objection) 10:18 PM (ET)

The committee continued to discuss the PAN draft FY24 budget.

**Motion:** (James Sagurton) "The NFC recommends to the PNB that they accept the Pacifica Affiliates Network FY24 draft budget." (Passed without objection)

Review the Draft FY24 Pacifica Radio Archives Budget 10:29 PM (ET)

**Motion:** (James Sagurton) "To extend the time for this meeting to 11:00 PM (ET) for the Pacifica Radio Archives (PRA) budget." (Passed without objection) 10:31 PM (ET)

The PRA Director deferred to the Executive Director to present the PRA draft FY24 budget. He then gave the committee his views on Pacifica over the past 30 years and said that Pacifica had changed the core values and business model of what PRA does. He said that the Staff at PRA had self-reduced their salaries from 100% to 75% over a year ago because they saw financial challenges at Pacifica and they made preemptive adjustments to their budget to provide for those challenges.

The Executive Director said that there has been a substantial decrease in the amount of Central Services paid to PRA over the years and the only station that's paying Central Services fees to PRA on a regular basis has been KPFA. She said that she knows that PRA needs a new business model to generate revenue since they can't rely on Central Services fees. She said that a change in the Central Services formula would affect PRA's budget as well. She noted that a good catalog of what PRA has is necessary in order to prioritize what among their holdings to digitize. She said that she wanted to finish the Web site that had been started and which would hold the digitized materials so they can be monetized. She said she was talking about underwriting and sponsorship and having an hour of air time at each station for PRA. She said that PRA had gotten about \$25,000 in grants YTD. She talked about promoting the history that PRA has preserved.

In answer to a question the PRA Director said that PRA has four Staff members and digitization is split among three of them based on what they feel is important. He said that those tapes deal with the '50s and '60s civil rights movements. He said that they digitize about 2,000 tapes a year and have in total about 20,000 tapes digitized. A member estimated that it would take about 25 more years to digitize the rest of the tapes. The PRA Director said that he was looking to work with universities to accelerate the digitization and that the universities could get it all done by the

end of 2025.

**Motion:** (James Sagurton) “To extend the time for the meeting to 11:15 PM (ET).” (Passed without objection) 10:59 PM (ET)

The committee continued to discuss working with universities, climate control conditions as related to the tapes and the storage of the tapes.

**Motion:** (James Sagurton) “To extend the time for this item by five minutes to vote.” (Passed without objection) 11:17 PM (ET)

The PRA Director said he would like to focus on other revenue streams, and that he wanted to stream programs. He talked about providing streaming audio for Los Angeles schools and said that they’d give us \$300,000 a year if we can get tapes digitalized so they could use them for streaming. He said that if this could be done then PRA would be self-sustaining. He said that he was hoping that the person who had originally started working on a Web site for PRA would do the site for about \$4,000 but that he’d spend up to \$25,000 to get him to do it.

**Call for the orders of the day:** (Elizabeth von Gunten) 11:25 PM (ET)

**Motion:** (Christina Huggins) “To extend the time for this item so Christina Huggins can speak.” (Passed without objection)

The member noted that she was hearing about structural issues and not financial ones.

**Motion:** (James Sagurton) “The NFC recommends to the PNB that they accept the Pacifica Radio Archives draft FY24 budget.” (Passed 5 for, 1 against, 2 abstentions)

Adjourned 11:29 PM (ET)

Submitted by R. Paul Martin, Secretary.