

Minutes

WOMR Board of Directors Meeting 4 PM, April 1 2018

Community Development Partnership, Route 6, Main St Mercantile #7, Eastham, MA

In Attendance: Ira Wood, John Braden, Fred Boak, Rick Sigel, Justine Alten, Steve Gass, Bruce Bierhans, Sandra Hemeon-McMahon, Tony Pierson, Steve Shervanian

Regrets: Mark Adams, Dave Wilber, Marcy Feller, Sheila Lyons, Breon Dunigan, Georgene Riedl

Meeting called to order at 4:15 pm

Public Comment: none

Minutes: There was no quorum at the start of the meeting and approval of the March BoD minutes was postponed until we had a quorum. Bruce moved to approve March BoD minutes, Ira seconded, approval was unanimous (9-0-0).

Finance Committee report: attached

Executive Director's report: attached

The Coop Bank is new underwriters thanks to Bruce

Big Party Update

Music in the Davis Space, 2 to 4:30, by Kim Moberg and Zoe Lewis

Three types of auction: live auction, silent auction, and online auction. Silent & online auctions end at 4, live auction begins at 4:30.

Live auction items will be on display on the walls of the Davis Space, the live auction will begin at 4:30
Silent auction and online "album cover" items will be displayed downstairs, in the hallway and in the two galleries.

A tent will cover half the parking lot, and the taco bar, raw bar, and bar bar (beer & wine – white wine only, by request of the gallerists) will be served there. There will also be wine served in the Davis Space.

Main entry will be through the front door of the gallery, with tables for money & admission info, ID bracelet (for drinks), and food tickets.

Payment for silent auction items will be processed downstairs after 4pm.

Questions:

Should we have additional food/drink ticket sales locations? If there is room outside, under the tent, yes.

Do we need to rent port-a-potties? Yes, we will get 2.

A suggestion from Bruce to have a "Fund a Need" request at the close of the live auction. It was decided to do this to help fund the Susan Lindquist Legacy Campaign to name the new spoken word studio in her name.

BECC Update

Currently about 100k short of our goal.

Expenditures to date are approx. 47k

Phase I (generator for Mt Gilboa): a little over budget; we're still waiting on the electrician to hook it up.

Phase II (studio → transmitter link): funds allocated, scheduling with the engineer has been an issue; also there were issues at the Brewster transmitter. Work is scheduled for the next 3 weekends.

Planning is underway for the final phase (new studio equipment)

Other Business

Steve will be heading a subgroup with Bruce and Fred to investigate options for the WFMR tower (near Brewster/Orleans line). Currently the rent for that space is a good portion of our budget.

Bruce asked if the station would consider doing something on the 1st anniversary of Officer Gannon's death (April 12). John said he would look into doing something during the weekly local news segment.

Next BoD meeting:

Wednesday May 1 2019, 5 pm in the Davis Space at WOMR, 494 Commercial St, Provincetown, MA

Meeting adjourned at 5:20: Rick moved to adjourn, Justine seconded, approval was unanimous (9-0-0)

Minutes by Fred Boak

LOWER CAPE COMMUNICATIONS, INC. – WOMR
FINANCE COMMITTEE April Board Report – Prepared on March 28th

Committee reviewed materials on January 21st and met on March 25th, 2019

Finance Committee 2019 Goals

- ✓ Ensure good financial stewardship by diligent review and questions;
- ✓ Agree on standard set of Financial reports;
- ✓ Monitor financial results of major initiatives (either Fund or Friend Raising) – currently BECC and April event;
- ✓ Sound analysis of current budget and development of 2020 budget;
- ✓ Review of major expenditure items;
- ✓ Regular in person meetings;
- ✓ Provide meaningful summaries to the Board; and
- ✓ Adhere to written Policies and Procedures – note current policies need to be updated.

1. Current Financial Position

- a. Checking – Balance on 3/28/2019 was \$20,515. There was a need to take a short-term loan from reserves of \$10,000 because of delays in receiving Corporation for Public Broadcasting (CPB) funding and Spring fund raising. We are using Reserve account for short term needs instead of using credit line. We have a zero balance on line, last year it was \$15,000.
- b. Reserve – Balance on 3/28/2019 was \$55,316. Funds used for unexpected generator issues, insurance proceeds deposited into reserve, \$32,000 dedicated to Susan Lindquist legacy Fund.
- c. BECC -Total amount raised approximately \$200K, 96K short of goal. Separate BECC checking account established to facilitate record keeping, and make monthly financial reporting easier. Focus shifting to implementation and tracking expenses.
- d. Party – Expenses of \$3,387 paid from BECC account. Board will need to decide allocation of profits after event.

2. Budget Analysis

Committee decided to conduct quarterly budget variance analysis. First Quarter looks good against budget, Fall fund raising very good, vinyl sales still spinning. Second Quarter analysis will be done for next Board meeting.

3. Review of current Budget Process and Financial Controls

Committee will quickly review and edit Budget Process and Reserve Policy, and our Financial Controls Policies, send them to the Policy Committee, and then Board for approval.

4. Other updates for Board Meeting

Have established regular committee meeting calendar and standard set of reports for analysis.

Sub-committee established to review upcoming lease renewal for Orleans antenna – needs at least two Board volunteers, hopefully one lawyer. Steve Gass will chair the committee.

Report of the Executive Director
Meeting of the Board of Directors of WOMR/WFMR
Tuesday, April 1, 2019 – 5:00 PM

Generators:

Both generators are installed and await final hook-up from the electricians.

Birthday Party and Auction:

It's all about the party right now. The committee is meeting weekly going forward. I am currently uploading images and information to the auction website which is a bit slow going. Matty and I have posted several items on social media, two to three daily. Please feel free to share these items on your feed or in groups you are a member.

Broadcasting at Low Power:

Some of you may have noticed that we have been broadcasting at low power, and in the case of 91.3 some days not at all. Crews for the cell companies were at both sites over the last several weeks. When that happens we have to lower our output and sometimes shut it off. Our FCC license dictates that we must accommodate these crews.

Fortunately the new stream is working much better than the old one did.

Painting at the Schoolhouse:

In order to make the place look sharp for the auction (and our summer yoga tenant), we hired someone to paint the Davis Space, bathroom, second floor hallway and staircase.

Community Advisory Board Meeting: will meet on Saturday March 30.

Summited February 8, 2019

John Braden, Executive Director

Upcoming Meeting Schedule:

- **Auction Committee Meetings:** April 2 at 4:00, Wellfleet Library
- **Program Committee:** April 17 at 4:00, Eastham Library
- **Finance Committee:** May 20, time and place to be determined

Events Schedule:

- **Birthday Party/Auction:** April 14 at 2:00, Eastern Schoolhouse
- **Poetry Reading:** April 18 at 7:00, Prez Hall Wellfleet
- **Johnny Nicholas & Cindy Cashdollar:** April 28 at 2:00, Prez Hall
- **Triathlon:** June 1 at 8:00, Long Pond Wellfleet

- **Alexandra Beliakovich Piano Recital:** June 15 at 7:30, Wellfleet Congo