

**WOMR Board of Directors Meeting  
Minutes of June 18, 2020**

**Attendees:** John Braden, Bruce Bierhans, Sandra Hemeon-McMahon, David Wilber, Justine Alten, Eli Ingraham, Steve Gass, Georgene Riedl, Sheila Lyons, Barbara Blaisdell, Tony Pierson, Matty Dunn (staff)

**Regrets:** Marcy Feller, Breon Dunigan, Mark Adams, Rick Sigel, Fred Boak

**Meeting called to order at 4:32 pm**

**Public Comment:** None

**Minutes:** Motion to approve May 2020 minutes by David W, Barbara B seconded; approved unanimously

**Finance Committee report**

- See attached (included in the Executive Director report)

**Executive Director's report**

- See attached

**New Business :**

- Happy Birthday to both Justine and Fred!
- Term Limits: John B provided a brief history on how limits came about in 2010 = The Board at the time wanted to increase geographical diversity of its members (from all parts of the Cape, not just Provincetown/Lower Cape). Term limits (people "termining off") gave the Board this opportunity, and it was successful. Also looking for more cultural/ethnic diversity. Discussion ensued over whether term limits are needed (majority said yes), but present setup should be looked at and possibly modified. Several options discussed. General agreement to leave it to the Policy Committee.
- New potential Board member discussed by Bruce B = Jonathan Thompson (JT), has interview this Saturday June 20

**Old Business:**

- WFMR transmitter still in process of being moved from its current location
- Process of reopening the Station to DJs still ongoing
- See attached: Notes from the EC meeting of June 15 regarding the Summer Pledge Drive
- See attached: Notes from the Nominating Committee meeting of June 1

**Other Business:**

- None.

**Next Board Meeting via Zoom:** July 16, 2020, 4:30pm

**Next Board Meeting:** Thursday, May 21, 2020, 4:30pm. Place: TBD

**Adjournment** – Motion to adjourn by Sandra, seconded by Dave. Approval was unanimous. Meeting adjourned at 5:09pm.

*Minutes taken and written up by Sandra Hemeon-McMahon*

**Report of the Executive Director - Includes Finance Report**  
**Meeting of the Board of Directors WOMR/WFMR**  
**Thursday, June 18, 2020**

**Efforts to Move the WFMR Transmitter:**

There has been a lot of activity concerning the move as well as a major delay. The equipment inside the shelter was moved from Brewster to Orleans because it was at risk of being removed by the tower's owner because we were there past our moving date. Electricity and internet have been installed and I am in constant contact with the new landlord and the contractor who is moving the antenna. I had to hire a new contractor because the original contractor was having trouble getting certification of insurance coverage.

Further, the feed-line that was ordered by the original contractor did not ship last Friday as I was told. The feed-line is expected to be delayed until the 29<sup>th</sup>. I got the following explanation from the company we are buying the feed-line from:

“The cable assigned to your order failed in testing. Sometimes we can use the failed cable if the return loss spikes do not affect the bands used by broadcast customers. Unfortunately, product management reviewed the test data and determined it was not usable. Cable will be jacketed next week, cut and tested. Production is trying to expedite.”

**Summer Pledge Drive:**

We have raised about \$9,000 in early renewals for the Summer Drive, I will have more accurate numbers at the meeting. The Executive Committee met on the 15<sup>th</sup> and talked about some creative ideas on how to enhance the summer drive. (Notes available in packet)

**Update on Building Projects:**

Repairs at the transmitter shelter in Provincetown have been delayed by the need to move equipment outside of the fence that surrounds the water tank. I have engaged the fence company in order to install a gate for easier access. (Access was cut off by a platform that was installed by T-Mobil a few years ago.)

The Gaa Gallery is convinced that the double doors on the Howland St side of the building are key to doing business in the summer of COVID. I have gotten one estimate to replace the double doors that I felt was too high. I have pursued a second contractor

who has so far failed to deliver an estimate. I have engaged a third contractor who said he would look at the project later this week.

I also heard from RISE Engineering saying that they would pay for 100% of the recommended repairs to satisfy the energy audit we had last year. They sent a work order which I signed and returned which then generated an email from them saying that they are not doing contract work at this time. I am assuming that was robot generated and we will be hearing back from them in the coming weeks.

### **Returning DJs:**

We still don't have all the supplies we need to begin the process of bringing volunteers back to the station but we are very close. There are also items in the studio that also need to be addressed before that can happen. The plan is to start with DJs who have been unable to record from home, maybe one or two a day to start, then slowly add others as we see fit.

### **June Board Financial Report:**

- In checking we have \$52,000; entering period of net outflows before next pledge drive
- In reserves we have \$157,000; we have no outstanding loans (other than mortgage), and amount includes \$75,000 emergency payment from CPB
- In the BECC account we have \$10,800; becoming equipment replacement and reserve account
- We have an unused credit line of \$25,000.

### **Comments:**

We have historically high cash reserves and did well versus budget for the first six months of the fiscal year. However, we are currently facing revenue challenges (rent from galleries, space use, events, vinyl sales, car donations etc.), and less visibility on next fiscal year than usual.

Potential income losses are more severe than potential expenditure savings.

We are currently in the middle of an insurance review for potential savings, and are focusing on risk to business underwriting revenue in next fiscal year.

The finance committee will review third quarter budget variances in July and make a first cut at the 2021 fiscal year budget.

**So, we continue to be in relatively good fiscal shape, with modest risk in the short term. We need to make sure we complete necessary paperwork for SBA loan forgiveness, get antennae move project completed, focus on expense control and successful pledge drives. There will be greater risk to the 2021 budget than in previous years.**

Submitted June 17, 2020

John Braden, Executive Director

Tony Pierson, Treasurer