Board Meeting Notes ~ May 15, 2025

Attending: John Braden, Mary Martin, Breon Dunigan, Fran Sullivan, Sheila House, Sarah Burrill, Lyn Cason, Dan Gallagher, Indira Ganesan, Ira Wood, Barbara Blaisdell, Fred Boak, Stephanie Helm

Regrets: Eli Ingraham, Clarke Doody, Bob Seay

Summary

The meeting discussed the Finance Committee's deadline to provide budget scenarios to the board by mid-June, with the next meeting scheduled for June 17th. The station's financial health was reviewed, showing a surplus year-to-date. The transmitter project met its goal, and the station aims to maintain a $300,000 cash reserve. The upcoming Sprint Triathlon event is crucial for fundraising. The station faces potential broadcast disruptions due to renovations at Mount Gilboa.

Board Minutes

- Sheila House brings up the need to update the employee handbook and discusses the possibility of having a board member take over this task.
- Breon Dunigan asks if procedural issues need to be resolved before approving the minutes, Sheila suggests discussing them after approving the minutes.
- Lyn requests an edit to the minutes regarding a typo in the AI-edited version of the finance report. Minutes were approved with typo corrected.

Financial Report and Budget Performance (Finance Report)

- Lyn presents the profit and loss statement for the first seven months, showing a total of $266,000 in cash and operating reserves.
- The station has raised $120,000 for the transmitter project, completing the necessary funds.
- Total income for the first seven months is $478,000, with total expenses at $410,000, resulting in a surplus of $68,000.
- Expenses are higher than last year but are only at 61% of the total budget for the year.

Spring Drive and Transmitter Campaign (ED Report)

- John B reports on the success of the Spring Drive, raising approximately $136,000.
- An unexpected anonymous donation of $35,000 was received for the transmitter campaign.
- The Sprint Triathlon event is scheduled for June 14th, with a need for 25 volunteers.
- John also mentioned the sewer hookup project, which involved a phase one installation that very day - where the town installed a stub and valve pit thus bypassing the need for a pumping system.

Broadcast Issues and Future Planning

- John reported on potential issues with the transmitter and antenna at Mount Gilboa, where renovation work will begin in late September.
- The water department may require the station to pay rent as there is no current agreement.
- If it becomes an issue, inquiries could be made about the possibility of moving the transmitter to Truro, where there are two towers, one of which appears to be vacant.
- The station will need to promote the use of the app and streaming services leading up to the renovation period.

Committee Activity and Volunteer Involvement

- Members discussed activity of various committees, noting that some are more active than others.
- Ira emphasizes the need to increase volunteer activity, especially with the possibility of fewer employees in the future.
- Dan Gallagher supports the idea of having a volunteer coordinator to manage the 125 volunteers and ensure stability.

Missing about 10 minutes here.

Board Member Self Evaluation

- The board discussed drafting a SurveyMonkey survey for anonymous board feedback by June's end.
- Board reviews proposed questions for self-reviews. Vote in favor to include them in an anonymous SurveyMonkey.
- The goal is to complete the survey before the end of June and get feedback from the current board.
- Suggestion: the survey as part of the annual process. Mandatory attendance requirement mentioned but not included at this time.
- Suggestion: discussing the survey on a committee level if it gathers good information.

Board Chair Eligibility and Past Presidents

- Breon inquires about the eligibility criteria for becoming the board chair, answer: a one-year requirement unless the board member is returning from serving previously.
- John Braden added that former board presidents can attend meetings and receive the board packet, but that they couldn't vote.

Succession Planning and Funding Challenges

- Ira emphasizes the importance of succession planning, given John Braden's potential retirement.

- Suggested: the HR committee or a succession planning committee session to address these issues.
- The need for an updated employee handbook was highlighted, with a handbook from the radio station at the University of Virginia suggested as a model.

Funding Strategies and Community Engagement

- Dan G is working on a report to achieve funding beyond current sources, emphasizing the need for non-traditional funding.
- There was a discussion about the potential need to incentivize components in any new hires' compensation, such as housing incentives. Breon mentioned partnering with Walsh property, for instance.

Community Commitment and Event Planning

- Breon recalls the commitment to keeping the station "funky" and the importance of community involvement.
- Someone shared a listener's feedback about the station's timeless appeal, contrasting it with other stations that have changed their programming, and a listener from California who uses the station's app, highlighting the station's reach.
- Sheila confirms the next meeting date and time, and Ira expresses interest in continuing the Monday night events at Prez Hall.

Fundraising Events and Community Support

- Questions were answered about the logistics of the Mondaze events, including food trades and DJ recruitment.
- John clarifies that tonight's event (Prez Hall Does Dylan) is a fundraiser for the radio station, produced by a new volunteer.

Action Items

- Develop a plan for succession and replacement of the executive director (unassigned).
- Finalize the report on exploring non-traditional funding sources (Dan).
- Schedule an HR Committee meeting to discuss the employee handbook (John).
- Create an anonymous Survey Monkey survey with the proposed board self-evaluation questions (Lyn).
- Recruit volunteers for the Sprint Triathlon event on June 14th. (John)
- Explore options for temporary antenna location for broadcast during the transmitter site renovation. (John)

Next meeting June 26 in the Davis Space at 5:30