

**Minutes of WOMR Board of Directors**  
**Thursday, October 16, 2025**  
**Davis Space at WOMR, 494 Commercial St, Provincetown, MA 02657**

**Attendees:** John Braden (staff), Sheila House, Dan Gallagher, Mike Fee (board candidate), Marcy Feller (board candidate), Stephanie Helm, Lyn Cason, Fran Sullivan, David Panagore (board candidate), Ira Wood, Matt Dunn (staff), Indira Ganesan, Fred Boak, Bob Seay, Breon Dunigan

**Regrets:** Clarke Doody, Eli Ingraham, Mary Martin, Barbara Blaisdell, Sarah Burrill

**Meeting called to order at:** 4:04pm

**Minutes:** Dan motioned to accept minutes of the July 2025 meeting, Ira seconded, approval was unanimous (9-0-0)

**Public comment:** none

**Finance Committee report:** see attached

- we have had our goal 6 month cash reserve “nest egg” for the last 3 months
- budget surpluses in pledges, CPB, major gifts, and underwriting for fy25
- unexpected final check from CPB!

**Executive Director report:** see attached

- Already booked donations for fall pledge drives amounts to 34% of the budgeted amount.

**Broadcast Issues & Updates:** see attached

- for about three months from Dec 25 to Feb 26, during upcoming construction at the water tower at Mt Gilboa, we will be broadcasting at lower than normal power; the plan is to have a temporary antenna on top of our shed rather broadcasting from the schoolhouse

**FY26 Budget**

Discussion of soft cell 4<sup>th</sup> pledge drive around Valentine's Day '26 to help make up for loss of CPB funding

- concern this could take away funds from Spring Drive
- a good Fall Drive could make a popup drive unnecessary
- we had 200 new members in Summer Drive

Other questions/comments

- electricity budget is lower due to 3 months of lower power at Provincetown transmitter due to work being done on the water tower.
- It's possible we can drop flood insurance in the future; no equipment on the floor of our basement now
- looking at additional grants

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**FY26 Budget (continued)**

Two stories we can tell:  
0 budget balance = we made it work!  
< 0 budget balance = could create anxiety and prompt people to action

The board directed the Finance Committee to present a balanced budget, spreading the amount from the popup drive over the three “standard” drives. No vote on budget tonight.

### **WOMR Strategy Roadmap Check-In**

Operational goal of having 6+ months cash reserves is in good shape  
Diversifying revenue streams is in progress; research being done into grant  
Program Committee is developing training materials and DJ manual  
Discussion enhancing our news broadcast, partnering with the Independent or other existing news organization? This will take some effort and most likely we need volunteer(s) to produce.

### **Employee Handbook Review**

Discussion of modernizing our 20-year old handbook tabled to our next meeting

**Next board meeting (pre Annual Meeting check-in):** Thursday, November 20, 2025, 4pm on Zoom

**Meeting adjourned at:** 5:38pm; Ira motioned, Dan seconded, approval was unanimous

Minutes submitted November 19, 2025 by Fred Boak, Board Clerk

**October 14, 2025**

## WOMR Treasurer's Report

Finance Committee members:  
Lyn Cason-Treasurer\*  
in attendance\*

Fred Boak	Dan Gallagher *
Bob Seay*	Stephanie Helm*
Sheila House-Board Chair*	John Braden- ED*

### Cash Management

As of October 14 we have \$73k in our checking account, \$162k in the operating money market account and \$119k in CDs for \$354k in our accounts at Seaman's Bank. That compares to \$336k on Sept 16<sup>th</sup>. This is the third month our cash accounts are at 6 months of Working Capital reserves.

We secured a \$75k LOC at Seaman's Bank on Sept. 26. Current Interest is 8.25%. Closing fee was \$306. We will only take advances as we need them.

### Financial Results Total Year 2025 versus Total Year 2024

2025 Year income is \$882k and total 2025 expenses are \$701k resulting in an annual net surplus of \$181k. Compared to 2024 total year actuals: Income is \$166k more than 2024 and expenses are (\$7k) worse than same period in 2024. The resulting net surplus variance is \$159k better than the same period in 2024.

### Income and expenses- Actual variance analysis 2025 compared to 2025 Budget

1. **Income** - The net income YTD is \$882k compared to a total year budget of \$669k (\$213k better than budget):

3k- Underwriting better budget  
-21k- Charitable Auto below budget  
+130k- Pledges exceed budget for the year  
+33k- increase in CPB funding (final payment of \$14k in Sept.)  
+46k- more in major gifts  
+10k – gift for program development- WOMR Documentary  
+12k – all other income

2. **Expenses** – The expenses 2025 are \$701k compared to \$667k total year budget. \$34k greater than the 2025 total year budget.
3. Expenses in 2025 greater than budget include \$9k for the CRM conversion, \$17k health benefits, and \$14k in Transmitter electricity and savings of \$6k in Broadcast engineering.

#### 4. WOMR 2026 Budget

##### Income :

##### 2025 Actual vs 2026 Budget

<b>2025 Actual (000's)</b>	<b>Category of Income</b>	<b>2026 Budget</b>	<b>Variance</b>
72k	Underwriting	75k	5% increase
22k	Events	27k	
476k	Pledge Drives/car donations	452k	Added \$40k Pop-up drive
79k	Major Gifts/misc. revenue	27k	\$52k < capital campaign
155k	CPB/other foundations	25k	\$130k <No CPB,+25k private foundation
80k	Other(rent,vinyl,interest)	81k	
<b>\$882k</b>	<b>Total Income</b>	<b>\$687k</b>	<b>\$195k &lt;than 2025</b>

##### Expenses

##### 2025 Forecast vs. Proposed 2026 Budget

<b>2025 Forecast</b>	<b>Category of Expense</b>	<b>2026 Budget</b>	<b>Variance</b>
334k	Salaries/Benefits	328k	\$6k less-Medicare savings
116k	Transmission/Studio	115k	\$1k less
98k	Fundraising expenses	96k	\$2k less
60k	Schoolhouse	64k	\$4 more
93k	G&A	93k	
<b>\$701k</b>	<b>Total Expenses</b>	<b>\$696k</b>	<b>\$5k less-1%</b>
<b>\$181k</b>	<b>Total Surplus(Deficit)</b>	<b>(\$9k)</b>	<b>\$190k less</b>

The budget assumptions for 2026 reflect fully loaded expense projections and conservative fundraising targets

**Report of the Executive Director**  
**Prepared for the WOMR Board of Directors**  
**October 16, 2025**

**Fall Membership Drive:**

Currently, we have pledges that total \$41,426, half of which is still unpaid. The drive starts on November 7th and will run through the 20th.

<b>Goal:</b>	<b>Raised:</b>
\$100,000 on-air	\$41,426
<u>\$24,000</u> direct appeal	<u>\$0</u>
<b>\$124,000</b>	<b>\$41,426</b>
<b>Raised: 34%</b>	

**CRM Software:**

The CRM portion of the new system went live on Thursday. Staff have begun exploring its tools and features while completing training modules. With the fall drive just two weeks away, there isn't enough time to transition fully to the new system, so Chris will likely run it in parallel with our current database for this campaign.

**Market in the Park:**

The Village Green Market in the Park event was once again a real success. The bands were great, the weather was fine, it was well attended and we got a lot of volunteer participation.

**Upcoming Events:**

**The Winter Film Series** - starts on October 2nd and runs through the end of March, in the Davis Space / 7:30 PM

**WOMR Annual Meeting** - November 22nd at the Elks Hall / 1:00 PM, Noon for lunch

**Mondaze Holidaze Edition** - December 1st at Wellfleet Preservation Hall / 5 PM

## **Broadcast Issues / WOMR October 2025**

### **Provincetown Water Department Renovation Plans:**

While the current plans for renovations at the Mt Gilboa water tank no longer calls for burying our feedline, replacing the feedline is a must. Working with Verizon they have agreed to share a chaseway space (and cost) with us but their plan is to bury their line, which is informing our plan to do the same. The ice-bridge is no longer an option as they will be removing it. We will also be sharing the same contractor who will be doing the digging and burial work.

Meanwhile, repairs were made to the generator at Mt Gilboa where the discovery of an oil leak led to multiple repairs.

~ Submitted October 15, 2025 / John Braden, Executive Director ~