

Teleconference via Zoom Washington, DC

Dennis Williams – Chair, Eileen Rosin – Vice Chair

Kamau Harris– Treasurer and Ellen Williams Carter - Secretary

**1. Call to Order started at 7: 02 p.m.**

**2. Logins/Greetings/Roll Call**

Members that were present:

- **21** - Sarah E Brown, Ellen Williams Carter Non-Voting, Bill Curtis, Sue Goodwin, Kamau Harris, Minerva Sanders, Kathleen A Maloy, Eileen Rosin, Frank Stearns, Violetta Diamond, Dennis Williams, Adele M Stan, and Thomas M Blanton, Arthur Hyland, Donna Grimes, Vanessa Dixon-Briggs, Julie Hewitt, Arthur McCloud, Anita Adams, Yaw Agyei, Wayne Bruce, and Tim Willard
- 2- Excused absences: Marsha Coleman-Adebayo and Max Myrick
- Resignations: Nick Arena, Treasurer, a LSB Non-Voting Member resigned.

Parliamentarian: John Tatum

Time Keeper: Arthur McCloud

**3. The agenda was approved.**

**4. The August minutes were approved.**

**5. Management Reports:**

**Katea Stitt, Program Director, reported:**

New Programs:

2 new programs have been added to the schedule:

- 3:00pm to 5:00pm Tuesday; Something to Say Hosts: Mazi Wahington and Patrick Washington, Program incorporates youth and young adults.
- 5:00pm to 6:00pm Wednesday ; Human Rights and Justice with Nkechi Taifa

English/Hudson Development Team:

English/Hudson submitted an organizational analysis; however, they are no longer providing services. Their campaign raised over \$30,000 and the station is still garnering donations.

**Jerry Paris, General Manager, reported:**

September figures are the following:

- \$11,700 was spent to repair the air conditioner.
- \$6,000 was paid to Pepco.
- A partial rent payment was made.
- NETA no longer provides services.

Pledge Drive:

- The October pledge drive begins on Oct 3<sup>rd</sup>. The goal is \$400,000.

**6. Finance Committee Report (Attachment A)**

LSB Treasurer Nick Arena resigned and LSB member Kamau Harris was appointed Treasurer.

## **7. Financial Stability Committee Report**

Members of the committee:

Kamau Harris , Eileen Rosin, Vanessa Dixon-Briggs, Julie Hewitt and Donna Grimes

## **8. CSE Report & Recommendations (Attachment B)**

Eileen shared the report.

## **9. PNB Report**

Julie reported:

- The PNB has discussed creating an Underwriting Policy.
- The National Office no longer receives NETA services.
- Good news! KPFT is broadcasting live from their new studios.
- The PNB has discussed developing a national news service.
- The National office doesn't have funds for a delegate's election.

Thomas Blanton requested a workshop on Pacifica and its staff. Dennis said he will meet with the PNB regarding this issue.

## **10. Community Comment**

Michele Noodles is a WPFW programmer. She stated that she has two stores and is willing to donate items for premiums and she will pay for postage. She said the LSB needs to know their programmers.

Ambrose Lane Jr is a WPFW programmer. He inquired whether there is a running list of programmers. He suggested that a collaboration amongst programmers is needed.

Katea said we had a list of programmers but it needs to be updated. She said that she is happy to spear head creating an updated list.

Sabooh Hikim shared information about the successful Blues Festival and 5K Walk/Run fundraisers. (See Attachment B, the Community Outreach Report for more information)

## **11. Program/LSB Show Committee Report**

Donna is trying to resume meetings. They need a zoom login.

LSB show

Sabooh no report.

## **12. Community Outreach Report (Attachment D)**

Minerva

The Blues Festival raised \$6,000 and the 5kRun/Walk raised \$28,000.

They are working on a November Town Hall. They will share information at the October LSB meeting.

## **13. Evaluation Committee Report**

Katleen stated the task was completed. They will meet again in November.

## **14. Unfinished Business**

None

**15. New Business**

- Thomas' Resolution after listening to WPFW programming.
- Thomas said the Museum of the American Revolution in Washington, D.C. needs volunteers.

**16. Adjourned the regular meeting at 8:54pm**

**17. Dennis Williams, Chair adjourned the executive session concerning personnel and finance matters at 12:57am**

Minutes submitted by: Secretary, Ellen Willams Carter

**Attachment A**

WPFW Finance Committee Report – Monday, September 12, 2022

1. Station Cash Flow Update: Bank Balances were \$21K as of 8/31/2022. Current Bank balance is less than \$5K. The Station has over \$140K in Accounts Payable due by September 30. In addition, October, November and December Expenses are expected to be approximately over \$420K. Based on preliminary August Revenue and Expenses, the Station

had \$115K less in Revenue than Budget. Therefore, a motion was passed by the Finance Committee that stated the following:

Moved, that the Finance Committee requests that the LSB require station management and staff to successfully execute on-air fundraising sufficient to fund the Station's expenses;

Furthermore, that an on-air Pledge Drive must begin no later than Sept. 23, 2022 with a goal of at least \$350,000;

Furthermore, going forward, on-air drives would need to start no later than Oct. 1 (3-week drive); Dec. 15 (2-week drive); Feb. 20 (3-week drive); May 10 (3-week drive) and Aug. 15 (2-week drive). The Sept and Oct drives may be combined, but would need to raise funds in an amount to pay all the station's expenses through December 15th. The goals of all drives would need to be sufficient, along with cash already in hand from other fundraising efforts, to fund the Station's expenses until the subsequent drive

It will be presented for vote in the September 14, 2022 meeting.

Additional major donor gifts and other funding are still needed to make income shortfalls for the year. Off-air and other types of fundraising are still needed due to shortfalls in 2019 and 2020.

2. FY 2022 and Expense Updates: PNO estimates that WPFW past due Central Services payments for FY19-20 are approximately \$170K. WPFW was one of the only stations to exceed its FY2021 Budget and consistently pay its bills.

See Monthly Details below.

<b>FY2022</b>	<b>YTD thru 7/31/22</b>
Total Revenue	1,350,434
Budgeted Revenue	1,417,218
Difference	(66,784)
Total Expenses	1,309,373
Budget Expenses	1,326,455
Difference	17,082
Total Difference	(49,703)

Note - Estimated August Total paid expenses were \$121K on a Budgeted Expenses \$139K.

<b>FY2022</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>July</b>	<b>Aug</b>	<b>Sep</b>	<b>YTD thru 7/31/22</b>
Total Revenue	259,588	52,640	212,280	81,970	224,957	107,143	37,919	55,526	283,142	35,269	-	-	1,350,434
Budgeted Revenue	224,442	97,130	167,533	130,797	178,392	211,000	59,457	218,210	85,258	45,000	150,000	35,000	1,417,218
Difference													(66,784)
Total Expenses	136,206	118,695	143,184	156,874	136,000	126,123	127,270	101,320	142,917	120,784			1,309,373
Budget Expenses	132,194	147,456	137,528	126,235	130,521	139,284	130,462	127,277	134,118	121,381	139,433	121,973	1,326,455
Difference													17,082
Total Difference													(49,703)

**Attachment B**

Communication Standards & Enforcement Committee

Report to WPFW LSB

WPFW LSB Minutes for September 28, 2022

September 14, 2022

Members – Bill Curtis, Eileen Rosin; Frank Stearns

Parliamentarian Advisor – John Tatum

Purpose:

To create an efficient, stress-free meeting environment that allows the work of the WPFW Local Station Board to be accomplished without conflictive, combative, or bullying behavior that discourages productive participation.

No one should be attacked for their sincerely presented input, ideas, or opinions. Disagreements are unavoidable, but must be approached constructively with clear arguments or information meant to inform others and resolve differences.

We are all volunteers and deserve respect for our efforts as well as our humanity; this committee's purpose is to ensure that we all give it and get it.

Mission Statement:

To formulate and propose policies and procedures to ensure that the LSB functions effectively.

Vision:

That LSB members and others associated with WPFW address issues rather than people; to judge statements and ideas by their content, not by who said it.

Current Status:

The Special Rules of Conduct were adopted by the LSB in October 2020. We added a list of penalties, accompanied by explanations, which was approved by the LSB in December 2020.

We are charged with evaluating the conduct of each LSB meeting in a report submitted for the subsequent meeting. The evaluation will consider the Chair's effectiveness in leading the meeting, the Board's compliance with the Special Rules of Conduct, and the need for any recommendations to improve future meeting outcomes.

LSB Meeting

Wednesday, August 10, 2022

- One member of the LSB repeatedly spoke over other people without being recognized by the chair, and in an aggressive, belligerent manner. They shouted down another member who had just barely begun to present some information and made it impossible for that member to speak. They shouted over the Chair when he tried to bring the member to order. Because of this behavior, the CSE is attaching a copy of the CSE's Special Rules of Conduct

pamphlet for all to refresh their memories. To date, the penalties have not been enforced, but the CSE requests that the Chair strictly enforce the rules and apply the penalties as appropriate from here on out.

- During the last meeting, it became evident that there were problems at the level of management. Grievances were detailed and accusations made in a prolonged remonstrance with the general manager.

- o This report's purpose is to evaluate the behavior and actions of the LSB meeting's participants, and does not purport to comment on the content of the above-mentioned grievances nor any responses.

- o Many or most LSB members were unaware of this apparent rift, and it was distressing to know that listeners to the streamed meeting were learning of it at the same time we were.

- o It is not the place of the LSB nor any of its committees or members to intervene in disagreements or conflict among members of WPFW management.

o The LSB welcomes being informed by management of problems, especially when they concern us and/or we may be able to help.

• On WPFW's finances: it is clear that there is significant misunderstanding with regard to the station's finances and how to understand the differences between budgets, the actual activity, and the movement of cash into and out of the station. No one who had the chance to speak was able to provide more than cursory explanations.

Recommendation:\* That the WPFW Finance Committee draw up some basic explanations of how finances work so that non-financial people can understand discussions of the finances.

\*Recommendations in the CSE Report are suggestions for procedural and administrative actions and changes, and are not intended for debate or decision during LSB meetings. If the CSE does have such a recommendation, it may take the form of a motion submitted in addition to this report.

*Attachment C*

## September Community Outreach Committee

The Community Outreach Committee met on Tuesday, September 6th. Topics of discussion included:

1. Blues Festival, August 13: The Blues Festival was well attended by WPFW listeners and others. Five former LSB members were in attendance and only one current LSB member was present. The only LSB members who notified the Event organizer that they would not be able to attend were members of the Outreach Committee. Estimated profit - \$6,000.

Whereas one of the functions of the WPFW Outreach Committee is to organize LSB fundraising activities, be it resolved that all LSB members commit to support WPFW fundraising events through active participation or by contributing financially to the operation of each fundraiser.

2. 5k: Outreach members vehemently disagreed with the last minute, (two weeks), changes to this fundraiser. Although Management

contacted the Chair of the Outreach Committee to discuss making changes, the chair only agreed when her request was honored - to have the change be made an option for participants. The option was for runners/walkers to participate in the Peer to Peer Campaign only if they wanted. This involved getting a friend, family or organization to sponsor his/her Walk in order to raise more funds for the event. No mention was made that another name would be given to this Walk, that name being the WPFW 5k Race for Jazz and Justice. This name has nothing to do with the essence of the original title of the Walk - the WPFW 5k Walk for Total Fitness; a fundraiser to promote physical, mental, spiritual and emotional well being. During the Committee's discussion, these points were brought out: a. what funds did English Hudson, (Development Committee?), and Management provide to help pay for the cost of the 5K? b. what impact does this change have on the outcome of the event? c. two weeks was not enough time to make changes to an event as well as to talk with the entire Outreach Committee in order to come to a yes or no consensus. d. did we lose potential participants because of the change in the website? We started out with wpfwfm.org, to wpfwdc.org/5k race, to wpfwdc.org/race. e. we need data detailing the results of the Peer to Peer Campaign, (how much money was made, how many people participated, etc.).

3. Town Hall: Outreach Committee members will begin organizing the Town Hall after the 5k. Suggestions have already been made

regarding the topics of discussion.

4. WPFW Newsletter: Arthur is in the process of compiling information for the next newsletter. He has contacted Vinnie and is waiting to get the okay to proceed. He also wants to include another interview with a programmer but can not move forward until his selection is approved.