

Teleconference via Zoom Washington, DC

Dennis Williams – Chair, Minerva Sanders – Vice Chair

Kamau Harris –Treasurer and Ellen Williams Carter - Secretary

I. Call to Order started at 6:30p.m. 2.

Logins/Greetings/Roll Call Members that were present:

14 – Sarah Brown, Ellen Williams Carter Non-Voting, Bill Curtis, Sue Goodwin, Kamau Harris, Minerva Sanders, Violetta Diamond, Dennis Williams, Thomas M Blanton, Vanessa Dixon-Briggs, Julie Hewitt, Anita Adams, Arthur Hyland, Frank Stearns, and Adele Stan

- 3 - Excused absences: Maxx Myrick, Wayne Bruce, Donna Grimes
- 1- Unexcused absence: Yaw Agyei

Parliamentarian: John Tatum

3. Resignations: There were no resignations.

4. The agenda was approved.

5. December 14, 2022 minutes were approved.

6. Management Reports:

Jerry Paris, General Manager, reported:

➤ **Pledge Drive**

Very Successful end of the year pledge drive. Staff people were there to help. Annette was on vacation. Jerry Paris and Lona Alias made PSAs for the pledge drive and offered the Ambrose Lane package as a premium. The goal was \$200,000. More than \$214,000 has been raised so far.

➤ **HD1**

HD 1 went on line as of 5pm on Monday, January 9, 2023. It is a copy of the analog radio. HD2 will be more jazz and HD3 more justice HD 4 will be a consortium of Universities. They are going to pay everything NFBC and ASCAP.

➤ **Programming**

The station will broadcasts the MLK parade live. He proposed adding an Ethiopian program to the regular on air schedule. Esther Iverim is the Interim Program Director. The GM is planning a field trip to the transmitter in January.

➤ **Questions:**

Minerva asked if the GM could share information about the next pledge drive. The GM responded that the drive will begin on February 19th or they may push it back to February 26th. The drive will run for 21 days. They are able to provide housing for 4 people to answer phones.

Vanessa asked, can we train people to pitch? The GM responded that opportunities' for training and pitching will be available.

Katea Stitt, Program Director:

She is on medical leave.

7. Finance Committee Report

Kamau Harris, Interim Treasurer reported:

- The finance committee will meet on February 6th, at 7pm.

He read his report which is *Attachment A in the minutes.*

- Questions:

Thomas asked about the pledge drive fulfillment amount. The GM stated it is about 85%.

8. PNB Report

Julie stated the following matters were discussed:

- They had an interview with an affiliate director.
- Spoke to a signal swap professional.
- KPFK LSB and PNB Directors
- Judgement against Pacifica by former Executive Director Vernille.
- ED reported the Foundation is in the red this year.
- Moe is helping KPFK locate property.
- Going to try to get CPB funding.
- Every station needs to do sexual harassment training.
- In February Pacifica Foundation VS New Day Vanessa

- No report on elections
- Passing of a KPFK LSB and PNB member Lawrence Reyes

Lawrence Reyes passed on December 31, 2022, in Los Angeles. He was a long-time member of the KPFK Local Station Board and the Pacifica National Board. This is what his colleagues said about him:

“He was generous with his time, a good mentor, an excellent listener, and passionate about peace and justice. Even when he disagreed with you, he was always respectful and kind. Lawrence was generous with his praise and tactful with his criticism. His contributions will be missed, but his open heart and kind personality will be missed even more.”

9. PNB Directors' Election

Election results: The following individuals were voted in by acclamation.

Staff Director

Sue Goodwin - Staff directors

Listener Directors

Julie Hewitt Listener Directors

Vanessa Dixon – Briggs Listener Directors

Donna Grimes Listener Directors

10. Vacancies on the LSB

There are 3 Delegate staff vacancies and 3 Delegate listener vacancies.

11. Community Comment

Martha asked, is there still a relocation committee?

12. Program/LSB Show Committee Report

Donna

The next meeting is January 23. They will meet the 4th Monday of the month. Sue Goodwin wants to reach out to program committee members to help with the news. The Program Committee will listen to on air programs. They are searching for a form for reviewing programs.

LSB show

No report was submitted.

13. Outreach Community

Discussed the Programmers and LSB members meet and greet event scheduled to be held on January 14, 2023 at Bus Boys and Poets.

Questions involved ways to connect with different communities in the Washington, D.C. Metropolitan community:

Jerry Paris said the station can develop more postcards to distribute to the public.

Thomas Blanton said that the GM report should include a strategy to include the Ethiopian community in programming. Dennis suggested that the GM have LSB members help to develop a plan to look at community outreach and programming.

14. Unfinished Business

➤ Relocation committee

Jerry stated, he would need Kamau's assistant with reviewing leases. He said they are looking at potential resources for properties that have come to their attention. Some are non-commercial properties. Kamau and Sarah will assist Jerry. Kamau will view the documents for relocation.

Julie suggested that the station begin a capital campaign to buy a property to house the station and get people to donate to a building fund.

➤ Development committee

A question was proposed: Should we revive a separate Development committee?

Anita is interested in sharing her development expertise. Adele Stan and Arthur Hyland are interested in participating in a development committee.

15. New Business

List of priorities for the LSB

- Evaluation committee no later than March.

16. Action Items/Agreements Summary

- Relocation Committee Kamau will take the lead.
- Outreach Committee has things to address concerning its mission.
- The GM and Chair will work on the station mission statement.
- The Program Committee needs to reach out to the interim PD. ➤ The Evaluation Committee needs to meet.

17. Dennis Williams, Chair, Adjourned the meeting at 9:10pm Minutes

submitted by: Secretary, Ellen Williams Carter

Attachment A

Finance Committee

WPFW Local Station Board (LSB)

Report to the LSB

January 11, 2023

Kamau Harris, Treasurer/Chair

Julie Hewitt, Member

Lou Wolf, Member

Sabooh Hikim, Member

Eileen Rosin, Member

The Finance Committee was not able to meet prior to the January 11, 2023 Local Station Board Meeting. The following goals for the Committee are listed below with further discussion and refinement to be done at the next committee meeting:

1. Develop a standard set of financial reports to be presented at each meeting of the LSB 2.

Implementation of Internal Controls to ensure the integrity of financial reporting, promote accountability and prevent mismanagement.

3. Completion of the fiscal year 2023 station budget, including narratives

The following financial information was provided by station management :

Cash on hand at 1/9/23: \$168,839

Outstanding Accounts Payable at 12/31/22: \$143,235

Winter Drive preliminary collections: \$208,896

The cash on hand total does not take into account the amount due to the National Office to cover the 1/15/23 payroll.

The detail schedule of outstanding Accounts Payable is attached.

Final collections from the Winter Pledge Drive will be reported by the General Manger.

Conclusion:

The next meeting of the Finance Committee will be on Monday February 6, 2023 beginning at 7:00pm via Zoom.

Many thanks to the members of the committee for their service!

Outstanding WPFW A/P (vendor) 12/31/2022

<u>Vendor</u>	<u>Date</u>	<u>Amount</u>
Rent Nov/Dec	as of 12/31 \$	33,668.28
Pepco 4400 Mass Ave/Dec	as of 12/31 \$	4,726.59 HVAC
Service July	as of 12/31 \$	960.00
HVAC Unit Part July	as of 12/31 \$	10,500.00
Central Service PRA Oct/Nov/Dec	as of 12/31 \$	6,123.00
Tower Nov/Dec	as of 12/31 \$	12,542.16
Central Serv WPFW Sept/Oct/Nov/Dec	as of 12/31 \$	50,560.00
RRC/Nielson Data (svs suspension)	as of 12/31 \$	6,960.00
Ascap Licensing (music)	as of 12/31 \$	11,320.00
Contractor Vicky/ Media Nov/Dec	as of 12/31 \$	2,000.00
National Fed of community Broadcasting	as of 12/31 \$	3,875.00
Total Outstanding	\$	<u>143,235.03</u>