

Teleconference via Zoom Washington, DC

Dennis Williams – Chair, Eileen Rosin – Vice Chair

Nick Arena – Treasurer and Ellen Williams Carter - Secretary

I. Call to Order started at 6:35 p.m.

II. Roll Call

19 - Members that were present:

Francis Yaw Agyei, Thomas M Blanton, Sarah E Brown, Ellen Williams Carter Non-Voting, Marsha Coleman-Adebayo, Bill Curtis, Vanessa M. Dixon-Briggs, Sue Goodwin, Kamau Harris, Julie Hewitt, Arthur Hyland, Kathleen A Maloy, Eileen Rosin, Minerva F Sanders, Frank Stearns, Violetta Diamond, Adele M Stan, Donna Grimes, Dennis Williams, Nick Arena: non-Voting, Tim Willard

Parliamentarian: John Tatum

4 -Excused absences: Arthur McCloud, Anita Irene Adams, Maxx Myrick, and Wayne Bruce

III. The agenda was approved.

IV. The January minutes weren't approved. The February minutes were approved.

V. Management Reports

Jerry Paris, General Manager, reported:

The Station continues in very good health. We exceeded the pledge drive goal. The transmitter signal is at full power. We have done light maintenance on the transmitter. Central Service payments were made. The station has continued in lockdown mode. There was a wonderful tribute to Askia Muhammad, WPFW's News Director who passed. The WPFW audience appreciated the tribute.

Special Programs:

1. Tribute to Askia Muhammad
2. International Women's Day celebration

Questions and Statements:

1. Sarah said she was impressed with the staff and offered her technical help.
2. Thomas Blanton gave Kudos to all.

Katea Stitt, Program Director:

She didn't attend the meeting.

VI. Finance Committee Report (submitted a written report: See Attachment (A) page 4

Julie gave the report. The bank balances were over \$156,000. The pledge drive was a huge success. April through June we will receive additional major donations.

VII. Programming Committee (submitted a written report: See Attachment (B) pages 5 and 6

Donna Grimes welcomed the new members of the committee: Frank Stearns, Minerva Sanders, and Maxx Myrick.

She stated, during the meeting, they looked at issues they want to review during the next meeting.

Issues they want to address regarding programming:

1. Establishing a relationship with colleges
2. Supporting the news department
3. Ask LSB members to listen to programs and provide feedback to Katea
4. Survey the community about programming
5. Set up a WPFW twitter account
6. Get Grid information

The committee will meet the 1st Monday of the month.

Saboo presented the LSB show report: 2 LSB members will present a new episode. Bill Curtis will report on LSB meetings during each show. Mrs. Cooper will share information about her son, and this month's program the Parliamentarian will be a special guest.

Mrs. Cooper said there will be a vigil for her son on March 26.

VIII. Community Outreach Committee (submitted a written report: See Attachment (C) page 6

IX. Communication Standards and Enforcement Committee

There was no report. Eileen will convene the committee and meet with Kathleen, Bill, and Frank.

X. PNB Report

The PNB will have a special meeting regarding CPB reporting.

Julie shared information about the PNB Committee's duties.

XI. Community Comment

Carol- She congratulated WPFW on our successful pledge drives.

Ramone – He was concerned about alleged staff bullying. Jerry said he is addressing the situation.

XII. Evaluation Committee (submitted a written report: See Attachment (D) page 7

XIII. Unfinished Business

1. Staff Safety Report

A request was made for Jerry Paris, GM to submit a staff safety report.

2. Hiring a Development Director

Kathleen distributed this statement of context prior to the meeting:

WPFW Development Director Position has been vacant since 2015. Programmers and the PD have done a remarkable job raising money with on-air fundraising drive every quarter. Nonetheless, this places a substantial burden on programmers and the PD. All other Pacifica stations have a Development Director. Filling this position for WPFW represents an urgent need for the station. At various LSB meetings

during the past 2 years, the GM has reported that Pacifica has OK'd WPFW hiring a Development Director and that there is money in the budget for such a hire.

Jerry Parish acknowledged the serious need for WPFW DD. He is not certain about the availability of funds in the current WPFW budget, however, he believes that there is enough money. He will double check about whether Pacifica needs any consultation. Jerry also noted that hiring the right person for the job will be challenging.

Arthur Hyland and Kathleen Maloy volunteered to support Jerry and help start the process for hiring the DD.

3. Excused Absences

Vanessa's Motion concerning absences:

I move that the following LSB members receive an excused absence for the March 9, 2022 LSB meeting:

Arthur McCloud, Anita Irene Adams, Maxx Myrick, and Wayne Bruce

Vote: Yes- 10 No- 3 Abstention- 6

XIV. New Business

Chair's Report

He asks everyone to be on time.

XV. Action Items/Agreements Summary

1. Have the finance committee review a donor's request.
2. Contact the CAB members about meetings.
3. Marsha's report on genocide.
4. Receive a response from Jerry and Nick about hiring a Development Director.
5. Receive a staff safety report from Jerry.
6. Acquire information about the Programmer's listserv.

XVI. Adjourned the regular meeting at 9:06p.m.

Dennis Williams, Chair adjourned the meeting

Minutes submitted by: Secretary, Ellen Williams Carter

Attachment (A)

WPFW Finance Committee Report – Monday, March 7, 2022

1. Station Cash Flow Update: Bank Balances were over \$156K as of 2/28/21.

The Winter Pledge Drive raised over \$302K exceeding its goal of \$300K. THIS IS A MAJOR SUCCESS. WE ALL NEED TO THANK THE STAFF, PROGRAMMERS, VOLUNTEERS AND DONORS FOR THIS EFFORT. Additional major donor gifts are expected April thru June. 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. Thru 2/28/22 the Station is approximately \$23K behind its FY2022 Budget.

WPFW FY2022		
	Budgeted Income	Actual Income
October	224,442	253,707
November	97,130	49,873
December	167,533	209,875
January	130,797	89,500
February	178,392	217,635
YTD total	798,294	820,590
Difference		22,296
	Budgeted Expense	Actual Expense
October	132,194	159,116
November	147,456	116,059
December	137,582	144,841
January	126,235	149,055
February	130,521	150,271
YTD Total	673,988	719,342
Difference		45,354
Total Difference		(23,058)

Attachment (B)

Programming Committee Meeting Report – Wednesday March 2, 2022

Present: Frank Stearns, Maxx Myrick, Vanessa Dixon-Griggs, Thomas O'Rourke, Martha Peterson, Sabooh Hikim, Minerva Sanders, Bruce Grief (WBAI), Donna Grimes

Regrets: Dennis Williams, Katea Stitt (PD)

The meeting opened with member self-introductions. Introductions revealed each member's experience and areas of interest in the Station and Programming Committee.

DISCUSSION SUMMARY

1. Choose a new monthly meeting date that better accommodates the PD's schedule. Certain Mondays appear to be most favorable. Donna will ask Katea if this change will enable her to attend more PC meetings and will inform the group, accordingly.

Next step – group decides and asks Vinnie to post notice of future meetings.

2. Update on LSB Show. Sabooh reported that a new member joined the subcommittee. The February broadcast went well. Content included interview of 2 new LSB delegates, update on Ms. Cooper's son's death by plain clothed police officers, and an interview with the Parliamentarian, John Tatum. The Show which aired during the Winter Fund Drive received contributions. The March Show will feature 2 more new LSB members, announce highlights from LSB committee activities and may continue updates on Ms. Cooper's son's case.

3. PD Report (via email). Katea sent her regrets as she was with the road team covering the 95th birthday celebration of Mr. Harry Belafonte and accompanied Askia Muhammed's family. On March 5 at Bus Boys & Poets (5th & K St. NW location, 4-6pm) WPFW & WBAI will honor the legacy of our news director, programmer, longtime advocate and friend, Askia Muhammed.

4. Committee Election Results. Secretary – Frank Stearns, Vice Chair – N/A, Co-Chairs Donna Grimes and Minerva Sanders

5. Identify 2022 projects. The PC had a lively and affirming discussion of key tasks to initiate or resume this year. Members chose the following areas of interest to pursue:

- a. Research and use data e.g., Nielsen reports to assess the Community's expectations/satisfaction and program needs of the Station: Maxx and Vanessa
- b. Establish relationships with local colleges and universities for marketing and program development support: Minerva and Frank
- c. Explore needs and support News Department programming: Lou and Donna

6. Additional items for discussion in April.

- a. Determine a process and criteria for the PC and/or LSB to act on Katea's request to listen to and offer feedback on all WPFW programs.
- b. Obtain community feedback from Info@wlfw.org and wlfw.lsb@gmail.com regularly through the GM/PD. Explore establishing a Twitter feed.

- c. Share most recent Grid. Invite PD or a Programmer to walk through and identify the focus of each program.

7. Miscellaneous. The WPFW phone app is still available through the Apple Store (iPhone) and Google Play (android).

Attachment (C)

COMMUNITY OUTREACH COMMITTEE REPORT

The Outreach Committee met by way of teleconference call on Tuesday, March 1st. Agenda items included: 1. Developing WPFW Monthly Communications 2. Implementation of We Charge Genocide and 3. Fundraisers.

1. WPFW Monthly Communications: A WPFW Monthly Communications Sub Committee was established to start working on creating WPFW monthly communications to members and donors. Arthur Hyland wrote detailed information outlining communication topics such as Programming Highlights, LSB News and Monthly Meeting Dates, Quarterly Pledge Drive Dates, Thank You to Donors and Members, Upcoming Events, etc. The Sub-Committee will be meeting with Vinnie to discuss the proposal.

2. We Charge Genocide: Dr. Adebayo presented information about the Resolution passed by the LSB regarding genocidal practices in the United States. She will give a short history of We Charge Genocide at the LSB meeting. A Sub-Committee will be formed to start work on this project.

3. Fundraisers: Two fundraisers have been confirmed - The WPFW Blues Festival at Lamonts on August 20th and the WPFW 5K on September 10th at Bladensburg Waterfront Park. Minerva Sanders presented extensive information about a possible WPFW Jazz and Justice Cruise on the Potomac fundraiser in October. Tickets will include a lunch buffet, unlimited hot, cold tea or coffee and cash bar. If WPFW programmers participate as DJ's, that would help draw people to this event. The Cruise lasts for two hours on the Odyssey.

Please remember, for those who signed up for the Outreach Committee, the meeting date is the 1st Tuesday of the month at 7pm.

Attachment (D)

Evaluation Committee Report

WPFW LSB Evaluation Committee Meeting

February 22nd 2022 7 PM EST

Committee Members Present: Dennis Williams, Arthur McCloud, Vanessa Dixon-Briggs, Kamau Harris, Kathleen Maloy, Committee Members Absent: Anita Irene Adams

Committee Chair: Dennis Williams

Committee Secretary: Kathleen Maloy

This being the inaugural meeting of the Evaluation Committee, Chair Williams began the meeting by providing this context: 1) the duties given to the LSB by the Pacifica Bylaws include conducting annual evaluations of the General/Station Manager and the Program Director; 2) whenever such evaluations were last conducted by the WPFW LSB no one can remember; 3) this Evaluation Committee has the urgent task to establish the procedures and tools for evaluating the G/SM and PD; 4) this Committee has the task to implement these evaluations and thereby bring the WPFW LSB into compliance with the Pacifica Bylaws.

Committee Members agreed that Evaluation Committee Meetings would not be live-streamed or open to the public since the content involves personnel matters.

Committee discussion focused on two issues: (1) evaluation rubrics prepared in 2021 by the WPFW LSB Program Committee, and (2) alternative approaches to preparing evaluation tools

Decisions/Actions/Next Steps:

- Evaluation Committee must always have at least 2 programmers as members.
- Need for the Committee to move expeditiously to establish evaluation procedures.
- Evaluation Committee will meet every other week beginning March 7th.
- Due to the urgency and importance of this task, Committee Members will collaborate and communicate between meetings so as to promote efficient and effective meetings.
- Kathleen will distribute sample materials for creating a PD/GM self-assessment tool.

Next Meeting March 7th Monday 7 PM EST

- Goal for this Meeting: Committee Members will consider what overarching duties/responsibilities/qualities are key/essential for both the PD and GM and prepare/review an initial compilation of these duties/responsibilities & qualities