

**Minutes**  
**WOMR Board of Directors Meeting**  
**6PM, April 4, 2017**  
**Davis Space, WOMR Studios**  
**494 Commercial St, Provincetown, MA**

**In Attendance:** Ira Wood, John Braden, Marcy Feller, Fred Boak, Chuck Cole, Sheila House, Rick Sigel, Bob Weiser, Dave Wilber, Susan Lindquist, John Nelson, Carol Courneen

**Regrets:** Seth Rolbein, John Yingling, Tony Pierson, Bruce Bierhans

**Meeting called to order at 6:02pm**

**Public Comment:** none

**Minutes:** Chuck moved to approve minutes of February 2017 BoD meeting, Bob seconded, unanimous approval (11-0-0)

**Finance Committee report:** attached

John & Rick are streamlining Finance Committee reports so that they have a consistent format and restructuring how we track finances for products & services. Finance Committee will have five sections, Cash Flow, Underwriting, Pledge Drive, Expenses, and Other. There a discussion of borrowing from line of credit at bank vs using nest egg fund for short-term cash flow issues. There are many benefits of the line of credit (active relationship with bank, maintains our credit rating).

**Executive Director's report:** attached

It was asked if some of the money recently received via vehicle donation (\$6880 from one vehicle) could be redirected into the station "nest egg". It could be done, but there was no decision made on how much should be allocated for the nest egg fund.

Regarding the current Pledge Drive, there was discussion of the increase in the sustaining membership pledge level and how it was communicated. Members asked that the board be informed of such changes ahead of time.

**Policy Committee report:** the committee will meet and submit committee policies for ratification at the next board meeting

**Listener Feedback:** Ira & Susan reported on feedback they and Matty received from a group of listeners. The listeners had some criticisms, many of which were already being addressed through additional training of on-air volunteers both new and veteran, and in general they encouraged us to "bolster the resources of WOMR." There was also a discussion of the role of the Program Committee and a reiteration that we invite them to future board meetings on a regular basis.

**Building Damage/Building Committee Update:** attached

Discussion about additional data which might be helpful, including top donors, and how development committee and board can use this information.

**Tech Upgrades:** attached

Regarding financing of the proposed upgrades, the question is whether we should do it all at once or in increments.

**Vote to Confirm Officers as Financial Signatories:**

"The Board hereby resolves to grant the Board President, Treasurer and Clerk the authority to enter into an agreement binding the corporation, specifically a Loan Modification Agreement to be entered into with Seamen's Bank for the purposes of amending a mortgage agreementj previously entered into by the corporation."

Marcy moved we use this language, Carol seconded, approval was unanimous (11-0-0).

In discussion of the language (Marcy had suggestions which made it less specific if we so desired), it was decided to keep the language specific for this vote and that the Policy Committee will come up with more general language for amending the corporation's by-laws.

**Ideas For New Board Members:** The nominating committee needs to nominate three board members for the next board elections in November, plus possibly one additional depending on whether or not Seth is able to continue his tenure. In asking for suggestions from current board members, Ira suggested that we consider "love of WOMR" as a priority along with other qualifications.

**Questions/Comments about Committee Reports/Minutes:** none

**Next BoD meeting:** Tuesday, May 2, 2017, 6pm at the Eastham Public Library, 190 Samoset Rd, Eastham, MA

**Meeting adjourned at 7:20pm** – John N. moved to adjourn, Marcy seconded, approval unanimous

**Minutes by** Fred Boak

**April, 2017**  
**WOMR Finance Committee Report**

**Cash Flow:**

The second payment from CPB arrived yesterday afternoon. We currently have \$54.7k in the bank however, this week's bills and payroll clocked in at \$20k which is unusual.

**Underwriting:**

Currently we are \$4k ahead of last year.

**Pledge Drive:**

As of 4:00 today (4/4) we have raised \$26,288 on the air and \$6,431 through the direct appeal letter.

**Expenses:**

Expenses are in line with previous years

**Other:**

- Trump Effect
- Tracking products/services in the future
- Nest Egg Account

Submitted by,  
John Braden, E.D.  
Rick Sigel, Treasurer  
April 2, 2017

**Report of the Executive Director**  
**Meeting of the Board of Directors of WOMR/WFMR**  
**Tuesday April 4<sup>th</sup>, 2017 – 6:00 PM**

**Broadcast Engineer:**

After a two year search and a “secondary” relationship with a local talent I have finally found a broadcast engineer who is invested in our equipment. His name is Chris Kelly, he lives in Boston and appears to be in his mid-20s. He’s already had conversations with Nautel (the manufacture of three of our transmitters) and has done site visits at Gilboa, Brewster and the studios. He’s made some great recommendations that will likely translate into a fundraising effort. Currently, he is working on addressing the output fluctuations at the transmitter in Provincetown.

**Outreach:**

To follow up on the last report about outreach: I contacted the manager of the cinema at Plimoth Plantation but got pretty much the same response I got from the Orpheum, they don’t want to interrupt their programming for a one-time screening. He recommended talking to an organization like the Cultural Center – the Spire in particular. Having already done business with them, we will follow up on that suggestion. We’ve made some changes to the “Good Question” show at Prez Hall; the band is now calling itself Bleu Music and we’ve switched the venue to the Academy Playhouse (June 9<sup>th</sup>).

**CPB Financial Reporting:**

Our accountant Steve Roderick and CPA Richard Bulger completed the financial reporting for the Corporation for Public Broadcasting (CPB) this past week. Approval for the second payment (\$21,648) from CPB came a day later. We are likely to receive that payment within the next few weeks.

**Underwriting *plus*:**

Currently we are about \$4k ahead of last year and Tony and Steve have been working on several renewals. Steve is also reaching out to triathlon sponsors as well. We also received an unusually high value donation in the CARS program in March; a Mr. William McFeely of New York donated a 2010 Subaru which translated to a monetary donation to the station of \$6,880.

**Building Damage:**

The Building Committee met on March 23<sup>rd</sup> to address structural & shingle damage on the west side of the building. There is a plan in place that will be initiated in May where a 12’ swath of shingles from the roofline to the ground will be removed, Rupert will then access the damage and repair it for the cost of materials and wrapped the wall in Tyvek. We will then hire a guy that Rupert uses to re-shingle. We will not know the full cost of this project until the shingles have

been removed and the damaged assessed. I have an estimate for shingle replacement at \$1,280 + \$800, supplies + labor.

**March Events:**

The birthday party and poetry reading events were both successful. The birthday party, raffle and auction netted the station \$1,477, and we raised \$122 in donations at the poetry reading. \$240 of the proceeds from the party were memberships taken out, that amount will be applied to the Spring Drive *Outermost Radio: the Film* was a great event, we made \$500 at the door and another \$400 in merchandise that Alan had donated to the station.

**Wellfleet Sprint Triathlon:**

Registrations are really strong this year; as of 3/29 we have 77 registered athletes and one relay team. This is 60 more than what we had last year at this time.

**Spring Pledge Drive:**

The Drive began on Friday, but as of Thursday morning we had raised nearly \$24k in early renewals and direct appeal mailing. There are sign-up sheets in the main office, we could use help mostly in the evenings and on weekends.

**Upcoming:**

- **Development & Outreach Committee:** April 5<sup>th</sup> at 4:30, Eastham Library
- **Personnel Committee:** April 10 at 2:00 in the Davis Space
- **Events Committee Meeting:** April 11 at 5:00 at the Old Firehouse in Orleans
- **Program Committee:** April 19 at 4:00 in the Davis Space

Summited March 30, 2017  
John Braden, Executive Director

## **Building Committee Notes**

March 23, 2017

Rupert Bankert, John Braden, Jeffrey Scott, Chuck Cole, John Braden, Justine Alten & Pepper the dog

The committee got together to review repairs made since their last meeting 12 months earlier, and to discuss the damage on the west side of the building. Jeffrey suggested that we might want to dig a ditch along the west side of the building and fill with rocks for better drainage.

We won't know the extent of the damage until we remove the shingles. It was decided that we strip a 12' swath from roofline to the ground, repair the damaged framing and sheathing, cover and re-shingle. Rupert offered to strip the shingles, repair the damaged framing and sheathing for the cost of materials providing the damage isn't too extensive, then cover with Tyvek or similar. We would then hire John Bumpus to re-shingle.

Shingles are estimated to cost around \$1,300 and labor to replace shingles will be about \$800. Material for damage cannot be estimated until shingles have been removed. Chuck offered to talk to the manager at Mid Cape Home Center to see if we can work out a deal for shingles.

Rupert believes the job can be done over four days and will be able to begin the job the first week of May.

Notes by John Braden

# **Studio and Transmitter Upgrades**

## **Preliminary Outline**

There are details for these improvements that I still don't have but this should give you an idea of what we are thinking about.

Part 1: Currently we are using a microwave signal to get our signal from the station to the transmitter (TX). This system consists of a dish at each site pointed at one another as well as a boxes racked on both ends that process the transmission. Currently there is no backup system in place.

Chris Kelly, our broadcast engineer is proposing that we make this our backup system and install an internet base system which works the same way as the dishes; there would be a device at each end that communicates through line-of-site contact which will have the additional benefit of sending our internet service at the station to the transmitter. No modem, no additional internet costs. That in turn will enable us to diagnose, communicate and control the equipment at Mt. Gilboa remotely and remove the DJs from the process of getting telemetry readings several times a day. Which also means we wouldn't be paying the engineer to travel here from Boston. Cost is approximately \$3,000.

Part 2: We have mentioned in the past issues that are plaguing the studios because of wiring that was done more than 10 years ago. Similar to the system that was recommended to us by the engineer from iHeart Radio, Chris would like us to replace the board with a system that bypasses the wiring system and has our studios communicating through a sideband of the network instead. It would also give the staff control Cost is approximately \$20-23K

Part 3: This is an idea that our electrician has pursued – a generator at Mt. Gilboa. Arty got an estimate on a 22 kw generator for \$4,600 which is a great deal. The X-factor would be the cost of installing a propane tank at the site. Arty was going to talk to someone at FA Days to see if we can get a discount but there has been no follow-up from him.

These projects would service most of the tech segment of the strategic plan. I imagine these things could be funded and completed in phases or we could lump the projects together and raise the funds that way. Obviously I will need to collect more information before we could start raising money.