

WEFT Board of  
Directors Meeting  
*Open Session*  
December 21, 2015,  
7:00 pm  
Lincoln Building, 44 E. Main St.,  
Champaign  
Rm 421

	Board Members		Guests
x	Vicki Niswander (VN), chair	x	Megan Rushing (MR)
x	Al Kurtz (AK), Vice Chair	x	Bruce Zimmerman (BZ)
x	Mark Niswander (MN), Secretary	x	Ed Mandel (EM)
	Don Davis (DD), Treasurer	x	Dave Witzany (DW)
x	Barb Trumpinski-Roberts (BTR), at-large	x	Evelyn Underwood (EU)
x	Sandra Ahten (SA)	x	Dave Monk (DM)
x	Andrew Cardinal (AC)		
x	Robert Gattermeir (RG)		
x	Lori Serb (LS), SM (ex-officio)		

1. Call to Order at 7:03 VN
2. Introductions – VN introduces Megan Rushing, a new part-time employee for WEFT.
3. Public Comment – DW revoking the WEFT policy of giving employees a 60 day notice of loss of job has financial repercussions even if there is a legal issue involved. LS is owed a notice. The BOD needs to maintain a minimum level of civility.
4. Approve Agenda – AK moves approval, AC seconds. Acclamation.
5. Approve minutes from last meeting (11/16/15)
  - A. Open session – AK moves approval, BTR seconds. Acclamation.
  - B. Closed session -- AK moves approval, BTR seconds. Acclamation.
6. Chair’s report – VN states that the Associate’s list of BOD members and their term expirations incorrectly listed AK’s term expiration. The correct date is September 2016 for AK’s term to end.
  - a. Update on consultants – Sally Kane of the NFCB had recommended WEFT

contact Beverly, a former station manager at a St. Louis are community radio station. Beverly was contacted and services discussed. She has been consulting since August 2015. Her expertise is in accounting and databases. She would charge \$1000/day. We are not going to use her services at this time.

SA and Kevin Elliott have been consulting with a U of I marketing class. The class is doing some marketing research and polling and will provide recommendations at no cost.

- b. RRT report – SA has revised the underwriting rate sheet. Adding constant rotation of underwriting reading so that it gets read at different times of the day and different days. Received and underwriting commitment from Champaign Telephone for \$997.
  - c. Pledge Drive dates and planning – Spring 2016 Pledge Drive will run from March 4-24. Planning meetings dates and times TBD.
  - d. Airshifter training dates – TBD. Considering holding Airshifter training for all for new requirements.
7. Treasurer’s Report – Attached.
  8. Reports (All standing reports should be provided in written form at least 48 hours in advance of the meeting)
    - A. Station Manager Report -- LS says our copier is acting finicky.
    - B. Committee Reports (PC, Music, Building, Engineering, PR, Finance, Digital Library, HR, Community Shares, Underwriting, Pledge Drive)
  9. Old business -- None
  10. New Business
    - A. Employee dismissal policy – AK moves to rescind any and all previous WEFT employment termination policies. AC seconds. Much discussion over a policy that was originally passed in the summer of 2009 that would provide an employee of WEFT a 60-day notice of loss of job. Although the wording of the original motion could not be found, members on the BOD at that time remembered that there were no contingencies (such as theft, embezzlement, etc.) on the motion. Motion passes, 7-0.
    - B. Board Officer Elections  
AK nominates VN for Chair. BTR moves to close nominations. AK seconds. Acclamation. VN is elected by secret ballot, 7-0.  
SA nominates AK for Vice Chair. BTR moves to close nominations. RG seconds. Acclamation. AK is elected by secret ballot, 7-0.  
MN nominates SA for Treasurer. BTR moves to close nominations. AK seconds. Acclamation. SA is elected by secret ballot, 7-0.  
VN nominates MN for Secretary. BTR moves to close nominations. AC seconds. Acclamation. MN is elected by secret ballot, 7-0.  
AC nominates BTR for At-Large position. AC moves to close nominations. VN seconds. Acclamation. BTR is elected by secret ballot, 7-0.
  11. Fundraising – SA shared the idea of having house concerts once per month with 2 non-profit beneficiaries. WEFT would get the musicians and the other beneficiary would secure the venue and send invitations. An innovative way to introduce new people to WEFT.

- 12. Closed Session – personnel and legal issues. – AK moves to go into closed session. AC seconds. Acclamation.
- 13. Adjournment – AK moves. SA seconds. Acclamation.

Action Items		
What	Who	When

Future items:

- Bylaw compliance and possible revision
- Board job descriptions
- Board Training

**From:** Anthony Santarelli [<mailto:asantar2@gmail.com>]  
**Sent:** Tuesday, December 15, 2015 8:28 PM  
**To:** Vicki Niswander  
**Subject:** Re: board reports for December

Hey Vicki,

Nothing major to report on my end. We are humming along. Last month we helped moved a bunch of boxes to make room upstairs. We hope to organize a date to take a big chunk of discs over to Bloomington for recycling. Also beginning to mobilize on some ideas to help utilize the collective knowledge of the genre directors to better inform wefties and the listening public about this here kick ass music collection. :D

Cheers,  
Anthony

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### **WEFT Program Committee Report for Board Meeting 12/21/15**

The program committee welcomed new member Robert G. to the PC

There are a few openings for new shows/additional airshiffters for collectives, but the grid is nearly full during prime time. There will be some changes beginning Jan 1

The program committee discussed the need for more members and members were asked to recruit possible members to be elected at the Dec Board meeting (2 vacancies can be filled by the board)

The current program committee is:  
Barbara Trumpinski-Roberts, chair  
Denise Curia, secretary  
Greg Harris  
Rich Bressler  
Britta Lang....  
Robert G...

Sandra presented her podcast proposal and the committee listened to the sample drop-in done by Amy Hassinger The proposal was discussed and provisionally accepted as is and the committee made suggestions.

We discussed:

- Day Sheets (seem to help some airshiffters, some aren't paying attention.)
- Airshifter Accountability Survey (needs more consideration before it is given to the airshiffters)
- PSA's (The PC needs to work with Lori to keep the PSA box up to date with fresh events and make sure we are announcing local events)

Next meeting we will be

- reviewing the PC Standard Operating procedure
- talking about the airshifter contract

- reviewing the exemption form for airshiffters
- Discussing PC duties and responsibilities
- Discussing going back to 2 meetings per month

The next Programming Committee meeting is January 12.

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### Digital Library Committee Report to the Board – December 2015

WEFT's 4<sup>th</sup> Quarter Sound Exchange Report is being finalized and will be submitted to NPR Public Interactive well in advance of the deadline, Monday January 4, 2016. Training of additional members of the Digital Library Committee on the entire process has proceeded very well. This includes acquiring the data from several sources, manipulating the data into the format required for submission and the actual uploading of the data.

The Digital Library Committee discovered that some of the Public Affairs files we've uploaded to WEFT's online archives were becoming corrupted somewhere in the process. This caused the audio playback to have drop outs and other artifacts. We've done some testing and have changed our ftp upload procedures several times over the last month. We believe we have the problem resolved. Currently we are uploading the files off site at Committee member's homes. We plan to conduct additional testing to determine if the issue is with a particular computer at WEFT or if it was perhaps a function of WEFT's internet service.

Due to the interest of several Digital Library Committee members and encouragement by several Associates at the recent meeting we are reviving our Media Preservation Project. Several additional archived issues of WEFT Wireless and WEFT Revues from the early '90's have been added to WEFT's website; [new.weft.org/about/#wireless](http://new.weft.org/about/#wireless) Additional work is being done to clean and organize the attic. Committee members are in discussions with several local archivists to preserve WEFT's rich history and share it with the public through our website. We continue to work with the WEFT Web Team to make this happen.

The preparation of the computer we intend to install as an additional internet audio feed into the Front Studio (ENCO replacement) is proceeding nicely. It was used in the Back Studio during the recent problems with our mixing board in the Front Studio to provide internet audio for playback over the air. We were able to use it to play Deutsche Welle Radio news and for airshiffters to submit Spintron playlists while show production originated from the Back Studio. The additional knowledge gained about the board in the Front Studio during this recent event will make it easier for us to get this computer installed and operational soon.

A WEFT Youtube channel has been created featuring over 100 WEFT Sessions videos, over 50 videos of Prairie Monk shows, videos from WEFT Fest 2012 and 2014, videos from WEFT Fundraisers at the Iron Post and several videos from Renee Angela's Soulful show. There's also Jeff Machota's cool video fo WEFT from the early 1990's when WEFT was just 10 years old. The channel is linked from the homepage of our website; <https://www.youtube.com/user/WEFT901FM>. A PSA has been created and is being read by airshiffters.

The DLC continues to maintain weekly uploads to WEFT's Public Affairs archive. We've had discussions about how to maintain our 2015 Public Affairs archives and shift WEFT's website to focus on the new shows we'll originate in 2016. Through the efforts of several Genre Directors and numerous WEFT volunteers we continue to add musical tracks, PSA's and Station ID's to our Digital Library. Replacement of WEFT's Streaming Computer in the Great Hall remains on hold while we focus on other priorities.

Bob Paleczny  
Digital Library Committee Chair

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## **Station Manager Report December 2015**

**Round Up for Good 2015 November WEFT TOTAL: \$1,892.06**

### **Non Drive Donations**

Paypal payments processed, phone calls made, thank you gifts mailed out.

### **Winter Appeal Letter/Donations**

Estimates gathered for printing, print labels, personally signed 1035

Bulk mailing stuffing and post office process/payment

Hourly announcement posted in booth

Tracking incoming donations/PO box key returned from Jeff

### **CAR DONATIONS (2)**

Julie Veazie, T. Emilsson contact made. First time donors to WEFT!

CAR Bookmarks distributed to Central Illinois Auto Body, Andy's Towing,

Virginia Theatre, Art Theater, Jane Addams Bookstore

### **Professional Development**

Smart sheets orientation

### **Publicity**

Discover Center City Dec. '15 e---newsletter

C4A Entertainment picks for Dec. 10---14 e---newsletter

**Public I article due in January handed off to RRT**

### **Underwriting**

Modified Groovygig production script

NEW! Wells Fargo Fridays 9am

IBEW contacted about renewing

Underwriting/Community Partner prog. RRT conference call 12/18/15

### **Volunteer Coordination**

Coordinating Holiday subs

Daysheets implemented

Photos of airshiffters for bulletin board

WEFT wireless prep for Jan issue

Helping airshiffters develop ongoing volunteer commitments

Getting Robert set up to help with PSAs

Preparing office for multiple users

### **SPINITRON QUARTERLY REPORTING**

Q4 Spintron reporting completed. Q1

reporting period set: 2/1 thru 2/14

**Sound Exchange agreement extended through 2020 paperwork done.**

## **EQUIPMENT**

Console power supply replaced 12/2---12/3 Offair for 1 hour.

Pre---amp manual missing this may be the way to boost outgoing levels Back studio used for broadcasting while diagnosing problem and repairs.

Still need to fix hum from mics and other production issues Production for pre---recorded shows is needed, but equipment issues

Comcast replacing old fittings outside in sidewalk 12/10 Comcast technician internet modem reset 12/11

Comcast phone problems/Comcast phone modem reset 12/14 Boom arm fell off for the center mic in the front studio, temporary fix Office overhead light wiring replaced

PREVENTATIVE maintenance for furnace outstanding \$400 approved Heater for Transmitter room needs to be discussed

DEICERS still need to be fixed at transmitter Replacing Show recording computer outstanding

2<sup>nd</sup> computer to feed in ENCO channel through board in progress

## **MEETINGS**

Associates Meeting 12/2/15 Eastern Illinois

University tou Programming Committee 12/8/15

Picked up MTD bus ads at garage. Placed upstairs 12/18

2 former volunteers (attempt to bring them back into rotation) Staff candidate interviews (2) 12/16

## **PROGRAMMING**

Filling Mondays 6---7pm while Friday Forum on winter hiatus 18<sup>th</sup> Annual

Homelessness Marathon 2/17---2/18

SPRING 2016 Pledge Drive dates: March 4th (6am) through 24<sup>th</sup> evening

**Pacifica Contract signed (hardship waiver accepted) paperwork done.**

## **INSURANCE for Station Manager (approved)**

**Insurance plan ends 12/31. New insurance plan should begin Jan. 1 I will use the WEFT debit card to pay premiums instead of previous set up.**

## **Manager will be out of the office for the following Holidays (approved)**

Thursday 12/24 and Friday 12/26 and 12/31 and 1/1

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