

DRAFT MINUTES
WORT Board of Directors
Regular Monthly Meeting
January 16, 2019, 7:00 PM
Vinyl Library, Madison
Draft Minutes

Directors Present: Stuart Levitan (Vice-President), Chali Pittman (Secretary), Martin Kehrein (Treasurer), Jerry Chernow, Doug Holtz (Staff Representative), Kurt Kobelt, Paul Novak, Eric Finch, Gilman Halsted.

Directors Absent: Dave Devereaux-Weber (President); Katherine Hoveland.

Minutes: Chali Pittman.

Others present: None.

1. Vice-President Levitan called the meeting to order at 7:00pm. President Devereaux-Weber was absent due to the flu, so Levitan presided.
2. Adopt agenda

Paul would have asked for updates on Security Committee if Dave was there.

Paul asked for report on Tech Hire. Status of that directed to staff liaison Doug— no update on the tech hire at this moment. More forthcoming from tech hiring committee. Tentative special Board meeting February 4th, 2019 to approve committee's recommendation for Tech hire.

Agenda adopted by consensus.

3. Approval/modifications of December 2018 [minutes](#)

Note: change from Dan Lippitt to refer directly to WCF "Wisconsin Community Fund" and "Media Justice Tool Kit" so auditors can remove from budget going forward.

Jerry motion to approve. Marty seconded. **Minutes approved.**

4. Communications from the public
None.

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5. New business:

Request for information from Board members that is needed for WORT to qualify for CSW federal and state employee donations.

6. Committee and staff reports (received/not received)

Board Report: Finance (received 1/14)

Discussion of temporary accounting gap. It's not a gap in money in the bank, but a paper result of a change in accounting methods. Staff switched to accrual accounting methods, so now the CPB (Center for Public Broadcasting) grant check is now amortized across twelve months, rather than the full amount being recorded books upon receipt of CPB check. But to check how the station is doing financially, look at cash in the bank in 2019 compared to cash in bank a year ago.

Gil: Expect that Cass will do 990? Answer: Yes.

Marty motioned to accept report, accepted by Board without objection.

Board Report: Programming (received 1/16)

Implementing system for all programmers to have annual commitment to their show, which would involve annual review. Works like a bit like a liquor license.

Board Report: Bylaws and Policies Committee (received 1/11)

PBC recommends approval and adoption of [Gift Acceptance Policy](#).

Eric had a question about specificity of "Review by counsel is recommended for closely held stock transfers" in Section IX, but had no amendments.

Stu: Note that temporary or physical gifts attached to the station are automatically referred first to Facility Committee.

Board action item requested to approve the Gift Acceptance Policy. Approved with six yesses, three abstentions (Doug, Paul, and Jerry), none opposed. Doug wants to wait for full input of staff, and Kurt and Jerry have not reviewed the policy.

Board action item requested to create as a special committee the Gift Review Committee. The GRC will consist of the Executive Committee and the Listener Sponsor Development Director, with duties and powers as specified in the Gift Acceptance Policy. **Approved with eight in favor, one abstention from Paul, none opposed.**

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Community Advisory Board (no report)

Did not meet this month, nothing to report.

Staff: Business and Events (received 1/11)

Board action item requested to change the date for ChiliOCracy to June 30th. Doug says it's a better timetable for a variety of reasons, including energy of coordinators and ease of finding sponsors. **Unanimous approval.**

Staff: Listener-Sponsor Development (received 1/11)

No board action requested.

Staff: Music (received Mon. 1/14)

Board action item requested for "official policy from the Board regarding denying or restricting volunteers on the basis of background checks, etc. so it can be applied fairly and consistently." Discussion ensued.

Currently, we have a two-sentence policy on background checks that was passed in December. It is the following: *"Background checks will be conducted on volunteer applicants prior to volunteer placement and training. Background checks will be conducted on all final candidates for employment, and on all employees who transfer or are promoted, as deemed necessary."* There is currently no procedure for implementing background checks, although Molly Stentz (News Director) has put together a draft background check procedure.

The board was initially of the mind that the two-sentence policy on background checks was sufficient while a full procedure is being worked on, and that Sybil could use her judgment in the interim.

Stu: "Is it the consensus of the Board that if information is produced during the background check that causes a department head to have concerns over station security then they can use their judgment and react appropriately?" Mostly a consensus, with Doug and Chali making points:

Doug: The concern from staff is that the denial of a volunteer may be viewed as a skewed personal attack and unequal across the board.

Chali: Staff is directly asking for procedure to follow, not for us to send this back to them to use their judgment while we're coming up with a procedure. The draft procedure from Molly was vetted by HR people and lawyers. It contains a step-by-step procedure for the background check/volunteer orientation process, including the balancing test for prior convictions/ criminal record and an appeals

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process for volunteers. It is objective, and consequently, staff is protected. We should get that finished, and direct staff to follow that procedure.

Marty: Also worth noting, whose name will be on the letters to rejected volunteers? Staff, board, Programming Committee? And, what do we do with candidates who are out of state? Background checks are more difficult in other states.

Board motioned to direct Policies and Bylaws Committee to make review of the procedure a priority. Doug will share this colloquy with Sybil, and if she can put this off for a month, she should do so. In the meantime, staff welcome to look at drafted procedure for guidance.

Staff: Promos/Music Assistant (not received as of 1/16)

No report submitted to Board. Doug says a Record Riot is planned for March.

Staff: News, Talk, Public Affairs (not received as of BoD meeting)

No report submitted to Board.

Staff: Volunteer Outreach (received 1/11)

Asked that the elections committee hold a meeting soon.

7. Special board meeting is tentatively for Monday, February 4th. That depends on the hiring committee, and Doug will look into their progress.

Marty motioned to adjourn, and Kurt seconded. Vice-President Levitan adjourned at 7:52pm.

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