

Draft Minutes
WORT Board of Directors Meeting
December 16th, 2020 | 7:00 PM
Via Video Conferencing

Directors Present:

- ✓ David Devereaux-Weber (President)
- ✓ Stuart Levitan (Vice-President)
- ✓ Alida LaCosse (Secretary)
- ✓ Martin Kehrein (Treasurer)
- ✓ Doug Holtz (Staff Representative)
- ✓ Eric Finch
- ✓ Megan Flowers
- ✓ Gilman Halsted
- ✓ Kurt Kobelt
- ✓ Rosie Rey
- ✓ Marla Rybowiak

Guests Present

- Sybil Augustine (Staff)
- Glenn Mitroff (Staff)
- Thom Jones (Staff)
- Chali Pittman (Staff)
- Susan Sheldon (Staff)
- Thom Duncan (aka Bobby Lite of Capitol Boobmbox show)

- ✓ Call meeting to order.
- ✓ Adopt agenda. **Adopted without objection.**
- ✓ Approval of November 2020 minutes. **Approved without objection.**
- ✓ Communications from the public. **No communications from the public were received.**
- ✓ No Executive Committee actions since the last meeting.
- ✓ Committee and staff reports (sent separately via email and/or in Google Shared Drive)
 - Indicates report not received
 - Indicates report received (blue text underlined)
 - Indicates no activity (grey highlight)
- ✓ Treasurer's and Finance Committee Report
- ✓ Programming Committee Report
 - Action Item:** Approve Adrienne Ranney and Sabi Atteyih to Program Committee **The additions were approved unanimously.**
- ✓ Policies and Bylaws Committee Report
- Elections Committee Report
- Personnel Committee Report
- Security Committee Report
- ✓ Community Advisory Board Report Note: action item in Glenn's Report
- ✓ Technology and Facilities Director Report (Thom)
 - Action Item:** approve \$500 for new Internet router at transmitter. **The expenditure was approved unanimously.**

- ✓ Engineering Committee Notes (Thom)
- ✓ Business and Events Report (Doug)
 - Action Item:** provide 2 Board Members for Volunteer Outreach Hiring Committee. This was just a notification that 2 members were needed, so Board members could consider the time requirements.
- ✓ Listener-Sponsor Development Report (Susan)
 - Action Item:** Approve Community Shares Assurances Letter. A copy of the letter is appended to these minutes. Stu moved to approve, Rosie seconded. The vote was unanimous.
- ✓ Music Director Report (Sybil)
 - Action Item:** Requests by volunteers to come into the studio alone to do a single program Sole onsite personnel, with commitment to follow protocols as explained by Sybil. Doug moved approval, Marla seconded, and the motion carried unanimously.
- ✓ Music Assistant Report (Aaron)
- ✓ News, Talk, Public Affairs Report (Chali)
 - Action Item:** hire WORT reporter and substitute A Public Affair producer Jade Iseri-Ramos as a one-month LTE to help with spring election candidate coverage. Stu moved to approve, Marla seconded, the vote was unanimous.
- ✓ Volunteer Outreach Report (Glenn)
 - Action Item:** Approve Mike Ivey to CAB Stu moved to approve, Gil seconded, the vote was unanimous.
- ☐ COVID-19 Task Force
 - ✓ Diversity, Equity and Inclusion (DEI) Report
- ☐ New business
 - ☐ No new business
- ☐ Closed Session - personnel matters
 - ☐ In the closed session, the Board approved a \$250 bonus for full-time staff in recognition of their extraordinary service during the pandemic
 - ☐ Adjourn Gil moved to adjourn, Stu seconded, the vote was unanimous.

The WORT Board of Directors meets every third Wednesday of the month. Upcoming board meeting dates in 2021: January 20, February 17, March 17, April 21, May 19, June 16, July 21, August 18, September 15, October 20, November 17, December 15.



The board of directors of Back Porch Radio Broadcasting, Inc. (dba WORT 89.9 FM) certifies that the organization meets the following eligibility criteria for payroll deduction participation.

INTEGRITY OF OPERATIONS: Funds contributed to Back Porch Radio Broadcasting, Inc. are used for the announced purposes of the organization.

FINANCES: Back Porch Radio Broadcasting, Inc., in order to participate in Public campaigns, annually obtains from an independent licensed certified public accountant, an Audit opinion which indicates that financial statements have been prepared in accordance with generally accepted accounting principles applicable to the nature of the organization.

BUDGET: Back Porch Radio Broadcasting, Inc. conducts its fiscal operations in accordance with a detailed annual budget which is prepared and approved at the beginning of each fiscal year by the board of directors. Prior authorization by the board of directors shall be required for any significant variation from the approved budget.

FUND RAISING PRACTICES: Back Porch Radio Broadcasting, Inc. has fund raising practices that include the following safeguards:

- Publicity and promotional activities are based upon the actual program and operations of the charitable organization.
- The charitable organization does not sell or otherwise permit others to use lists of its Public Campaign contributors.
- There is no mailing of unordered tickets or merchandise with a request for money in return.

NONDISCRIMINATION: Back Porch Radio Broadcasting, Inc. is an equal opportunity employer and is committed to a policy of equal opportunity for all employees and applicants and a work environment in which everyone is treated with respect and dignity. It is our policy to be inclusive, seek and employ the most diverse and qualified personnel in all staff and Board of Directors positions, to provide equal opportunity for advancement to all employees, including with regard to recruitment, hiring, compensation, benefits, promotion, training, discipline and termination, and to administer these activities in a

manner that will not discriminate against or give preference to any person because of race, color, religion, age, sex, gender, gender identity and expression, national origin, disability, ancestry, sexual orientation, marital status, or arrest or conviction record, or any other discriminatory basis prohibited by applicable local, state and federal law.

ANNUAL REPORTS: Back Porch Radio Broadcasting Inc. prepares an annual report available to the general public which includes:

- A. A full description of the charity's activities, including financial information which has been certified by an independent certified public accountant.
- B. The types of solicitation for contributions are described and it is shown that part of the funds collected are voluntary contributions from the public.
- C. Names of chief administrative personnel.
- D. Full disclosure of the source and use of contributions.
- E. Assurance that copies of the most recent annual report are available to the public.

Printed Name

Signature

Date

Title