

WPFW- LSB Regular Meeting Minutes December 13, 2023

Teleconference via Zoom Washington, DC

Minerva Sanders – Chair

Thomas Blanton – Vice Chair

Kamau Harris –Treasurer

Ellen Williams Carter - Secretary

**1. Call to Order started at 6:47p.m.**

**2. Logins/Greetings/Roll Call**

- |                         |                      |
|-------------------------|----------------------|
| 1. Minerva Sanders      | 12. Ron Pinchback    |
| 2. Sue Goodwin          | 13. Eric Ramey       |
| 3. Kamau Harris         | 14. Wanda Gnahoui    |
| 4. Vanessa Dixon-Briggs | 15. Violetta Diamond |
| 5. Julie Hewitt         | 16. Wayne Bruce      |
| 6. Thomas Blanton       | 17. Arthur Hyland    |
| 7. Bill Curtis          | 18. Eric Ramey       |
| 8. Dennis Williams      | 19. Sarah Brown      |
| 9. Donna Grimes         | 20. Wayne Bruce      |
| 10. Anita Irene Adams   | 21. Vicki Gass       |
| 11. Verna Avery Brown   |                      |

Excused absence: Karen Briggs

Unexcused absence: Yaw Agyei, Luci Murphy

The Secretary agreed to contact Yaw Agyei to determine his continuance and that his unexcused absences have reached the point of removal from the board.

**3. Resignations: No resignations.**

**4. The agenda with amendment approved.**

**5. November 8, 2023 minutes were approved.**

**6. Management Reports:**

**Jerry Paris, General Manager, report:**

On Air failure

Apologies to the Finance committee members. During the meeting we lost on air programming, live streaming and archives all in a sequence. Verizon's failure required us to reset everything. We were off the air for a ½ hour. Today we are back up and running full power.

Finance

The station is living paycheck to paycheck. We had a staff meeting with a major donor. They will help with donations and get listeners in Virginia. . Jerry stated that there is a new person working on Development at the station.

Questions:

Verna what caused the failure. GM said it was Verizon. They are planning to switch to another provider.

Irene will there be some compensation. GM no. We are switching to Qos services. We maybe able to get a discount from Verizon.

Bill Curtis asked that the LSB show be labeled in the online pledge system for fund drive credit.

Pledge Drive

The end of year Pledge Drive is scheduled for December 26 until December 31 and the goal is \$200,000.

**Katea Stitt, Program Director:**

Katea said, she is unable to attend the meeting because she must cover the Palestinian solidarity event that WPFW will air at a later date.

**7. Finance Committee Report**

Treasurer, Kamau Harris report: (see the Motion)

The Finance Committee met December 11. We discussed the budget. The Jerry Paris, GM was not available.

**Motion:**

**Finance Committee Motion from the Chair**

December 11, 2023

Whereas the WPFW Finance Committee is responsible for evaluating the annual budget prepared by WPFW Management

Whereas the WPFW Finance Committee is responsible for recommending to the WPFW LSB approval of the annual budget prepared by WPFW Management

Whereas the process of evaluation and subsequent recommendation of the annual budget requires detail information of revenues, expenses and the underlying assumptions applied to both

Therefore, the WPFW Finance Committee is requesting from the Pacifica National Office the general ledger account details of the actual transactions processed during fiscal years 2022 and 2023, inclusive of but not limited to the following supporting information:

- List of Sustaining Membership
- Total employed FTEs
- Complete list of Consultants
- Vendor invoices supporting Telephone, Consultants, Office Exp & Supplies, Office Rent, Utilities – Office, Programming, Tower Rent, Utilities – Tower, Credit Card Discount Fees, and Fund Drive / Tele Mktg Exp expense accounts.

**Vote: Unanimous Approval**

**8. Community Comment**

Eric Ramey wants to thank Minerva for her leadership and the LSB.

Martha Peterson asked what is the result of the Festival Center investigation. Julie said she has no information to share at this time.

Lona Alias said the community are the only ones that should speak during community comment.

Marsha Edwards has a list of questions for the Program Director. Marsha wants answers to her questions. Marsha said during the Program Committee meeting that the PD left the meeting without announcing to the members.

Esther Iverem filed a complaint against Katea Stitt, PD for her derogatory statements concerning Esther.

Star Bowie would like to echo what Martha, Lona and Esther said. Things are being done without the demographics being thought about.

Miyuki Williams is working with Sataria to get Development information. A PSA has been made available about the end of the year giving pledge drive. Craig Williams will work as a volunteer in Development with major donors. The LSB drop down will be included for the pledge drive.

**9. Management Assessment and Search/Evaluation Committee**

Before the January meeting they want the process in place.

**Dennis Motion:**

## **MOTION:**

The WPFW LSB shall, at the December 2023 meeting, elect a committee of no fewer than seven delegates and no more than 11, specifically including staff delegates, for the express purpose of screening and selecting a pool of candidates for the General Manager position, according to the Pacifica bylaws. (Article Seven, Section Three, Paragraph B).

**Vote: Unanimous Approval**

### **10. Relocation Committee**

Kamau Harris stated:

The essential requirement space for the station is 2210 sq feet which was identified by, Moe Thomas, chief engineer. Now we have 5476 sq feet.

**Motion: passed at the Nov 29, 2023 meeting:**

The following was moved and passed by the WPFW Relocation Committee and is being brought forward to the WPFW Local Station Board for consideration.

The Relocation Committee has moved...

...to accept the minimum space requirements analysis as is currently prepared with the ability to modify as more information about available units becomes known

**Vote: Unanimous Approval**

### **11. PNB Report**

Vanessa said the meetings were in executive session; therefore, the information isn't available to share.

### **12. Development Committee report**

The Committee postponed the meetings for November and December. They are open to inviting Sataria and Miyuki to their meetings. Jerry Paris, GM asked them to send him reports.

### **13. Program/LSB Show Committee report**

#### *Program Removal*

The Program Committee met on the November 27th. They received reports that some programs were removed and they want to know why they were removed. The committee is looking for accurate information about the program grid.

#### *Program Director Description*

Katea Stitt, PD told the LSB that her job description that they have is different from the 3-page document that they have.

#### *Programmer's bill of Rights*

Programmer's bill of Rights was discussed.

LSB show

They want to solicit calls from the listeners/community about, "What WPFW" has done this year.

**14. Community Outreach Committee** (submitted a written report: Attachment A)

Violetta stated that they met on December 5th.

Town Hall

A Town Hall will be held in March. They are looking for a venue.

Fundraising

Fundraisers are being planned. The Outreach and Development committee are working together.

Arthur Hyland was congratulated for the great Newsletter.

They meet the 1<sup>st</sup> Tuesday of the month.

**15. Communication and Standards Committee**

Bill and Eileen discussed the pamphlet. During the January meeting, they would like time to go through the pamphlet with the LSB members.

**16. Unfinished Business**

Acknowledgement of new members:

- |                         |                       |
|-------------------------|-----------------------|
| 1. Anita Irene Adams    | 13. Robert A. Gordon  |
| 2. Yaw Francis Agyei    | 14. Donna Grimes      |
| 3. Karen Briggs         | 15. Kamau Harris      |
| 4. Vanessa Dixon-Briggs | 16. Arthur Hyland     |
| 5. Sarah E. Brown       | 17. Ambrose Lane Jr.  |
| 6. Verna Avery Brown    | 18. Tony Leon         |
| 7. Wayne Bruce          | 19. Mariah McClain    |
| 8. Michael Byfield      | 20. Patrick Morrison  |
| 9. Bill Curtis          | 21. Ron Pinchback     |
| 10. Violetta Diamond    | 22. Minerva F Sanders |
| 11. Victoria B Gass     | 23. Adele M Stan      |
| 12. Sue Goodwin         |                       |

24. Dennis Williams

LSB members that are leaving the board:

Thomas Blanton

Julie Hewitt

Wanda Gnahoui

Eric Ramey

Luci Murphy

**17. New Business**

**Election of WPFW LSB Officers for 2023 -2024:**

Chair: Dennis Williams

Vice Chair: Wayne Bruce

Treasurer: Kamau Harris

Secretary: Ellen Williams Carter

**18. Action Items/Agreements Summary**

The outgoing Chair Minerva asked delegates to submit nominations for staff and listener PNB Officer/Representatives NLT Dec. 31, 2023.

**19. Minerva Sanders, Chair, Adjourned the meeting at 10:57 PM**

Minutes submitted by: Secretary, Ellen Williams Carter

**Attachment A**

**Outreach Committee Meeting**

Tuesday, December 5, 2023

Present: Violetta Diamond, Marsha Edwards, Sabooh Hikim, Art Hyland, Irene Jefferson ,  
Martha Peterson, Minerva Sanders,

Start Time: 7:09pm

AGENDA:

1. Town Hall - The Committee unanimously agreed that the WPFW Town Hall will be held in March. We will look into hosting the Town Hall at the Church where the last Town Hall was held, as well as other venues. We will have a discussion about last year's Town Hall to help us decide what will be covered in this year's town Hall.

2. Fundraiser - The possibility of hosting a fundraiser was raised. The following suggestions were made: a. Try to partner with people/organizations who can promote our fundraiser. b. Consider reaching out to WPFW programmers and LSB members to work with the Outreach Committee when planning the fundraiser. c. Have the Town Hall and fundraiser on the same day. The Town Hall will be held in the morning and the fundraiser after the Town Hall. d. Possible sites for the Town Hall/fundraiser include Union Market, Ivy Center, Love Nightclub and Eaton Hotel. e. The Outreach Committee and Development Committee will work together on this project. Outreach will focus primarily on the Town Hall and Development will work mainly on the fundraiser. f. Ask Jazz

programmers to work with us and provide their input about possible musicians to perform for our next fundraiser.

3. WPFW Newsletter - Congratulations to Art Hyland for producing another great Newsletter. We need to promote the Newsletter more so that a greater number of people will be made aware of it. It is a great way to advertise the positive things WPFW is doing.

The meeting adjourned at 8:05 pm.