

WPFW- LSB Regular Meeting Minutes January 28, 2025

Teleconference via Zoom Washington, DC

Kamau Harris – Chair

Robert Gordon – Vice Chair

Treasurer - TBD

Ellen Williams Carter - Secretary

1. Call to Order started at 6:32 pm with Chair, Kamau Harris

2. Logins/Greetings/Roll Call

- | | |
|------------------------------|-----------------------|
| 1. Anita Irene Adams | 13. Tony Leon |
| 2. Bill Curtis | 14. Mariah McClain |
| 3. Craig Green | 15. Robert Gordon |
| 4. Julie Hewitt | 16. Michael Hersh |
| 5. Arthur Hyland | 17. Wanda Gnahoui |
| 6. David Kiasi | 18. Dennis Williams |
| 7. Eric Ramey | 19. Violetta Diamond |
| 8. Minerva Sanders | 20. Susan C Goodwin |
| 9. Michele Tingling-Clemmons | 21. Kamau Harris |
| 10. Wayne Bruce | 22. Verna Avery Brown |
| 11. Michael Byfield | 23. Ambrose Lane Jr. |
| 12. Vanessa Dixon Briggs | 24. Ron Pinchback |

3. Resignation: No resignations.

4. The agenda was approved.

5. December 11, 2024 minutes for approval, must include Eric Ramey's motion to be added as a candidate for the chair position on the LSB.

6. Management Reports:

➤ Katea Stitt, Program Director:

Provided the following updates:

- WPFW has a home at Eckington Place and it is up and running.
- The station will have an app.
- The Social Media campaign is going well.
- Th Social Media person will provide services for the station for a year.

Special Programming

The following Tributes were aired:

- Bill lucy
- Tribute for Quincy Jones
- Niki Giovanni and Amira Baraka

Holiday Programs

- Christmas Day show
- Annual celebration of New Jazz in 2024 and celebration of artists who passed.

Special Programming and Events in January 2025

- MLK and Inauguration
 - Women's march on January 18th
 - Andy Shala is providing tickets for the Peace Ball
 - Nature Forward Environmentalism Program
- Sataria Joyner, Membership Coordinator: submitted a report see *Attachment A*
The Next Pledge Drive is 2 weeks instead of three weeks.
- Miyuki Williams, Interim General Manager, reported and submitted a report: *Attachment B*

She said that the station is financially strong. The Pledge Drive will last for two weeks instead of three. We are leasing the space at Eckington Place and there are strict rules/regulations for the programmers. Only four public affairs programmers decided to broadcast live from the studio.

7. Opa Vote Prep: PNB, Relocation, MASC

Chair, Kamau Harris outlined the process for conducting the elections.

8. Finance Committee

Kamau Harris, chair reported: submitted a report see **Attachment C**

January 2025 Finances (Full report at Attachment C)

Total expenses: \$115,291

9. Relocation Committee Report:

Kamau Harris, reported:

An election was held to determine the members.

Election Results for the Relocation Committee Members:

Vanessa Dixon-Briggs

Verna Avery-Brown

Wayne Bruce

Robert Gordon

Kamau Harris

Ron Pinchback

Dennis Williams

Tom Chase (Ex Officio)

Moe Thomas (Ex Officio)

Miyuki Williams (Ex Officio)

10. Community Comment

Louis Wolf gave a tribute to Donna Grimes who passed. He also talked about her funeral. **Sabooh Hikim** wants to join the Relocation committee.

Martha Peterson said Sataria sent the 5K Run financial information that the Community Outreach committee requested.

11. PNB Report

Motion presented by Ron Pinchback

I move that we postpone the PNB election so we can include a write in candidate.

Vote: 8 Yes 12 No 3 Abstentions

PNB Director Election was Held

Election results:

Listener Directors

Julie Hewitt

Minerva Sanders

Dennis Williams

Staff Director

Ron Pinchback

12. Relocation Committee Election

Relocation Committee Election was held.

13. MASC Election

The election was for the Listener Member nominees.

Motion presented:

I move that we elect the two nominees present at this meeting by acclamation.

Motion approved

The following *Listener Members* are:

Pat Thomas

Grisella M. Martinez

MASC LSB Members:

Irene Adams

Verna Avery-Brown

Robert Gordon

Kamau Harris

Tony Leon

Ron Pinchback

Eric Ramey

Minerva Sanders

Dennis Williams

14. Election of Treasurer

Tom Chase was presented and shared his qualifications.

He was voted in as treasurer by acclamation.

15. New Business

Discussion: Goals for the 2025 LSB

- Work on measurable goals for finances
- Each chair of committees develops measurable goals
- Think about raising funds in a different manner
- Michael Byfield wants a LSB retreat

Motion Submitted by: Tony Leon

Motion to add the BOR/Grievance Procedure to WPFW's Website & Communicate to Staff

Whereas: On September 11, 2024, at a public session of the WPFW Local Station Board Meeting the WPFW LSB approved the final draft of the document developed by the Programming Committee in collaboration with The Programmers Task Force named "**WPFW-LSB Programming Committee Volunteer Staff & Programmers Bill of Rights**."

Whereas: WPFW, being a social force and beacon that has advocated and enlightened the public about social justice issues and democratic values for the last 47 years, needed a concrete system for due process.

Whereas: The document has not yet been broadcasted or made available to the volunteer staff and Programmers. Therefore, be it

Resolved: That the LSB request of the IGM or GM that she/he post the approved document along with the approved grievance form, in a manner which can be downloaded, on the WPFW website no later than January 31, 2025. As the website is currently configured, a suggested placement is on the drop-down menu under ABOUT US labeled Unpaid Staff Grievance Protocol. The submission form **process** should be configured so that program director and general manager, **Local Station Board and Executive Director** are copied for each filed grievance. Furthermore, be it

Resolved: That the LSB request of the IGM or GM that she/he distribute to all paid and unpaid staff communication introducing both documents and where they can be accessed no later than January 31, 2025.

Vote:

The motion was passed by acclamation with an amendment.

The amendment was the removal of the following words: **Local Station Board and Executive Director**

Adjourn: Kamau Harris, Chair, Adjourned the Regular Meeting at 10:53pm

Minutes submitted by: Secretary, Ellen Williams Carter

Attachment A

WPFW Membership Coordinator, Sataria, Joyner

LSB Report January 08, 2025

How we did for December 2024

December 1-14 \$24,042

Pledge Drive December 15-21 \$78,660

December 22-31 \$73,853

Text to Donate: \$320.19 This seems small but has the potential to be mighty. It is still new to the audience. We just have to continue giving the option. Also, we may see better results announcing it at both in-person and online events.

Total: \$176,875

Thank you to everyone who made December fundraising and 2024 a success.

Holiday Party December 14, 2024

\$805 cash food & drink

\$200.20 credit card

Total \$1005.20

\$422.50 collected in drive donations

Thank you to all who showed up to participate. There was a good time had by all

I still have to reconcile the 5K. The most recent delay was caused by my absence due to being on vacation. I recognize that members are rightfully frustrated. It is well over due and I am open to working with them to get it resolved. Hopefully we can meet by phone or zoom this week or next.

LSB Report January 08, 2025

Thank you to everyone who made December fundraising and 2024 a success.

Attachment B

WPFW Interim General Manager, Miyuki Williams

January 8, 2025

1. Studio Relocation

The station has successfully relocated its studio operations from the 1990 K Street location to the new space in Eckington. This transition involved negotiating an exit contract for the previous lease, ensuring all terms were met to facilitate a smooth departure.

In terms of logistics, we have transferred essential equipment to Moe, with plans to move it into long-term storage at a later date. Non-essential office items have been securely moved to a trailer for temporary storage as we continue our search for a suitable office space to support administrative operations. The 1990 K Street location has been fully cleared, with the final exit date set for January 10, 2025.

2. Fundraising Updates

Sataria reports that the End-of-Year Drive concluded successfully, meeting its goals and contributing positively to the station's financial health. In light of this success, the upcoming Winter Drive has been shortened by one week, reflecting confidence in our fundraising momentum and efficiency.

3. Event Planning

Katea has shared exciting news regarding upcoming events. A movie screening, the station's 48th Anniversary celebration, and an event featuring Amy Goodman are all in the planning stages. These events are expected to draw significant community interest and support while reinforcing WPFW's commitment to engaging our listeners and supporters.

4. Digital Platforms

Our website continues to serve as a vital hub for station news, programming schedules, and listener engagement. Additionally, the merchandise store is fully operational, providing supporters with the opportunity to purchase branded items that promote the station and generate revenue.

These updates reflect ongoing efforts to enhance WPFW's operations, maintain financial stability, and foster deeper connections with our community. We remain committed to advancing the station's mission and will keep you informed of further developments.

Thank you for your continued support and guidance.

Attachment C

**WPFW 89.3 FM
Jazz & Justice Radio**

Management Report to the Local Station Board (LSB) Finance Committee January 2025

TRUIST OPERATING ACCOUNT

Office Rent Reduction

Ending Balance @ 12/31/24	147,533
Contributions received in December <i>(cash)</i>	171,764
Truist Account Balance @ 1/6/25	182,192

INDUSTRIAL CHECKING ACCOUNT

Industrial Account Balance @ 12/31/24	69,983
Industrial Account Balance @ 1/6/25	69,983

Expenses during the month:

Salaries, Wages & Benefits <i>(incl Annual Bonus + Union Retro Pay)</i>	37,734
Office Rent	26,113
Central Services	25,280
Tower Rent	6,396
Telephone	1,613
Electricity	6,803
Call Center Services	1,911
Bank & Merchant Fees	1,658
Consulting <i>(Board Ops, Prog, Parliamentarian)</i>	5,500
Marketing <i>(Social Media, App Store)</i>	1,065
Other Expenses	1,218
Total Expenses	115,291

Notes:

- Salaries for PPE 1/15/25 paid in advance
- Office rent negotiated at 50% of lease obligation *(\$4,322.41 remaining)*
- Two months of Central Svcs paid

Relocation Costs (List)

College Hunks – Removal of furniture & oth items	1,672
Amazon – 1TB of storage to transfer files	147

Bernstein Companies – Rent Payment Proposal	
Balance Forward	35,457.10
Total Statement Charges	192,886.63
Subtotal	228,343.73
Total Statement Payments	172,220.18
Security Deposit	13,690.00
Subtotal	185,910.18
December Rent	17,559.71
Late Fee (Dec)	877.99
Subtotal	18,437.70
Total Balance Due	60,871.25
50% Abatement	30,435.63
Final Payment	30,435.63
<i>1st Pymt - 12/13</i>	<i>10,000.00</i>
<i>2nd Pymt – 12/23</i>	<i>13,000.00</i>
<i>3rd Pymt – 12/30</i>	<i>7,435.63</i>

