

WORT Board of Directors
May 17, 2017, 7pm
Vinyl Library

I. Minutes & Agenda

A. Approve minutes.

By: Stu
Second: Sarah
Passes: 9-0-1

B. Approve agenda – additions and corrections go here.

By: Gil
Second: Terry
Passes: 10-0-0

C. Introduction of board members and visitors

Glenn, Dan, Jerry, Elizabeth, Arlene, Susan, Jon, Dave, Molly, Esty, Sybil

II. Comments from Visitors

Glenn asks that Committee reports be sent Friday.
Compliments to Laura on the Pilot article from Paul.

III. New Business

A. Financial report (Terry)

Terry sent a report – within the expected parameters of the approved budget. Some expenses have not yet occurred. Terry will put them in the board portal. Martin is still working on the dashboard and should have something to present next time.

B. Proposal for financing Tech Director position (Terry) / Alternate proposal (Staff)

Terry provided the document *Treasurer's Proposal for Funding the Hire for a Tech Coordinator*. It will require \$4,800 this year and \$29,000 by 2019. The CBA dictates how to pay for this. We want to be certain we can fund this down the road.

Molly presented the staff proposal for the Tech Director, which includes revised income projections. Terry would like this document to be sent to the Finance Committee.

MOTION: Fund the Tech Director position for 2017 with the understanding that changes will need to be made next year to cover the increases in the salary.

By: Sandee

Second: Steve

Friendly amendment – Add *total employee cost vs. salary*

Revised MOTION: Fund the Tech Director position for 2017 with the understanding that changes will need to be made next year to cover the increases in the *total employee cost*.

Friendly amendment – the board needs to plan for how this position will be funded in 2018 and beyond.

By: Sarah

Revised MOTION: Fund the Tech Director total employee costs with the understanding that the board needs to plan for how the position will be financed in the future.

Martin would like to be certain the new board is provided with this information.

Passes: 6-2-2

C. Update of Tech Director Position Description (Laura)

Move to accept the Tech Director position

By: Terry

Second: Martin

Steve has a social and political objection to the driver's license requirement.

Passes: 9-0-1

Next time report on how things are going.

D. Staff proposal for paid social media and web intern (Molly)

The UW Center for Academic Excellence is providing funding. WORT must pay FICA. This will just be for summer (13 weeks in June, July, and August). The student must be enrolled in the program). UW provides approx. 6k. WORT cost would be \$476

MOTION: Move approval

By: Stu

Second: Steve

Hiring form has been completed.

Staff will determine what the priorities for this person will be. This position will also be documenting podcasts, training volunteers, etc.

Passes: 9-0-1

E. Credit Card Policy

The Credit Card Policy was approved by the Finance Committee, and a new draft was created by the staff.

MOTION: Move to discuss the credit card policy

By: Gil

Second: Martin

Laura suggested that these both go back to the Finance Committee to be combined into one document.

Motion withdrawn.

Gil would like to give credit to the staff and the Finance Committee for their work on this.

The Finance Committee needs to come back with a recommend to board at next meeting.

MOTION: Move to refer the credit card policy to the Finance Committee.

By: Stu

Second: Martin

Passes: 10-0-0

F. Reorganization Update (Sarah)

Updated descriptions need to be read by the board to be ready for the vote at the June meeting. There are five PDs to read, then send all comments to Sarah by May 31st. Subject must include WORT PD.

All station duties must be contained in these 6 job descriptions, e.g., web duties and finance, but also keep in mind that there are volunteers that could be doing many of these tasks.

Arlene would like volunteer input for their supervisors. Glenn will send them to the vol list.

Before a new board is seated, Molly could provide part-time and LTE PDs.

Add Every employee is expected to be a volunteer coordinator within their department in a manner that amplifies the station's ability to fulfill it's mission through volunteer involvement.

To #6, add Purpose and format of reports

#7 Nobody's PD covers grant writing. The board may want to look for a volunteer to do this. Terry will send Sarah the policy for grant writing,

#8 CBA – when do we do a comprehensive review prior to when it is opened? – This will need to be for next board.

#9 Knowledge transfer – Martin will come up with a plan.

It is a management right to edit PDs. If staff disagrees, they can file a grievance.

G. Update on Annual Meeting (Staff and Election Committee)

Final determination of time and place is needed for Annual Meeting.

MOTION: Move the time for the annual meeting from 4:00 p.m. to 3-7 p.m.

By: Gil

Second: Terry

Passes: 10-0-0

Sandee will arrive late, so should not be on the agenda up front.

MOTION: To have the participating member and listener sponsor election run as an at-large election in each category, with the successful candidates collectively determining their respective tenure ~~choosing the duration of their seats in descending order.~~

By: Stu

Second: Terry

Friendly amendment Sarah: Delete *choosing the duration of the seats in descending order.*

Passes: 7-2-1

The Elections Committee needs to review the script for the promo, edit it and the web site, and notify the candidates of the change above. Gil and Doug will make these changes.

Presenting the bylaws – Steve will create a draft ballot for the bylaws.

We need to put a page on the web site that lists each of the issues. Doug will get this on the web site.

Stu will present the bylaws at the meeting.

There will be a need for some paper copies, too. Eligible voters can submit the ballot before the meeting.

Steve will see if Tim has a way to do this quickly (gather comments pro and con).

The election committee needs the updated doc from Stu. Stu will make sure Gil has the most recent document.

Agenda for annual meeting – next time

H. Reports from Committees, Staff, etc.

Laura, Tim and Nathan regarding denial of service attacks on the web site. These require rebooting the web service. No policy change is needed to do a pilot for a month to keep out certain countries. If a policy is needed, it will come to the board.

Future board topic is that we support dissidence all over the world, so how do we justify this?

IV. Old Business

Signatories will not be around at times. Next board will need to solve.

V. Closed meeting

MOTION: Move to go to closed session.

By: Sandee

Second: Steve

Passes: 10-0-0

MOTION: The project to build a new QuickBooks company will be completed 6/2/2017.

By: Stu

Second: Terry

Passes: 7-0-3

MOTION: Move to go out of closed session.

By: Steve

Second: Martin

Jan – closed the meeting at 10:30 p.m.

VI. Adjourn