

WCUW 91.3FM  
910 MAIN STREET, WORCESTER MA 01610  
Board of Directors meeting:

**TUESDAY – August 15, 2023 7:00 PM (Zoom only)**

### MINUTES

- **Call to order: 7:05 pm**  
**Attending: Darren, John, Rick, Uma, Nick, Mitch, David, Greg, Tania, Bill Troy**
  
- **Approval of minutes from July 18, 2023 – approved without discussion**
  
- **Report from the Chair**
  - Question to Troy concerning ongoing problems with rebroadcasts and dead air.
    - Mistakes happen...
    - The problem has been compounded by the fact that we've lost the functionality on our on-air recording software, which limits our show options. So there's been some repetition.
  - Question to Troy and Greg: do we need a new computer to handle the software for recording our shows?
    - Chris has revamped the software on our laptop and it should work from here.
    - Darren noted that we can afford a new computer if we need it...
    - Troy noted that we do need 2 more Windows 10 machines for producing and editing shows.
    - Mitch suggested we see a proposal for new laptops so we know what we're looking for in case we see it.
  - Mitch was wondering how daily highlights on our Schedule page get chosen, whether more can shows can be highlighted, and suggested they be updated.
  - Darren noted that the new monies coming in need to be segregated into their own account so we can budget and keep track of them.

- Expenses have to be tracked; hours need to be kept.
    - Troy agreed and said he'd work on that.
  - David suggested that we formally note/vote on the segregation of funds, just to keep a clear record. Noted.
  - Mitch observed that our budget is now likely to pass \$200,000 which obliges us to have a CPA review our books and procedures. Darren said that's on our radar and will be addressed.
- **Committee Reports:**
  - Community Development & Fund-Raising/TDI Grant – Darren
    - Darren, Mitch, David, and Troy met with Pedro from the TDI grant to discuss some ground rules.
    - Darren's prepared a public service announcement (PSA) which should be posted on our FB page soon.
  - Infrastructure – Greg
    - Report on station walk-through and what's left to be done
      - Missing moulding, ceiling tiles, flooring, etc.
      - Greg took pictures and grouped them for repair
      - But that requires plans and budgeting and a return to the Board for funding
      - Greg will work with the Infrastructure team to get this moving.
    - Final recommendation on donor management software – ready for decision...
      - **Arriva has turned out to be less expensive than Bloomerang**
      - **And Troy's more used to it.**
      - **It's \$1900 the first year, \$1200 for the two years after that**
    - That solution will require us to move to the Cloud version of Quickbooks.
      - **This will make it easier for Greg and others to pull reports**
      - **There may be other options for bookkeeping software (Techsoup?)**
      - **Greg's looking into migrating our data from the desktop to the cloud version**
      - **Uma asked, with understandable surprise, whether our books are all now stored on just one person's machine? (Yes)**
        - **Uma uses a cloud version of Quickbooks for \$30/mo.**
        - **Greg agreed we need to get this info on the cloud.**



- Mitch raised a question about Serena's web page, which doesn't mention WC UW despite her residency here. It should.
  - Troy believes she just hasn't updated it yet.
  - But he'll speak with her.
  
- Executive Director's report:
  - We'll be having "Bette Machete and the Jumping Fleas", an all-women's ukelele club 2 Mondays a month
    - They've already generated 5 memberships
    - Mitch: Clark is also doing something with ukeleles in the neighborhood – maybe we can bring those 2 efforts together?
  - Documentary on hip hop will be shown on September 16-17 through Cinema 910.
    - A good opportunity to highlight DJ Chuck Chillin'.
    - Mitch noted that this is the 50<sup>th</sup> anniversary of hip hop
    - There are a lot of ways we can build on this.
  - Plans for commemorating Harold Stevens for his bequest:
    - Troy's having a Steve DiRado photograph framed for hanging in the Galley.
    - Darren wondered why we didn't name the FrontRoom after him.
    - Troy suggested we might find a bigger donor for that space.
  - A Survey Monkey has been sent to volunteers at the station asking for current contact info, starting date, etc..
  - Fantastic Pizza:
    - Troy and Darren will meet with Saket, feel out how he's doing, and let him know we need to adjust his rent and help us maintain the parking lot.
    - They'll bring recommendations back to the full Board on how we should proceed.
  - We want to take note of JJ's taking leave of his show. He's had a great show, he's a former Board chair, and he's been a pillar of our community. He'll be hard to replace...
    - The DJ taking his place tonight (Jane Cunningham?) did a great job.
    - But we're on the lookout for new on-air hosts.
  - Mitch raised questions about the income and expense report Troy submitted – he was having trouble making sense of it.

- Greg thought we might be able to better rationalize our accounts when we do our migration.
- Mitch would like to see a budgeting process and an accounting that keeps grant monies separate, since we have to report on them quarterly to the funders.

Meeting adjourned at 9:05 pm.