

WCUW 91.3FM

910 MAIN STREET, WORCESTER MA 01610

WCUW Board of Directors Meeting Tuesday, March 19, 2024, at 7:00 pm via ZOOM

MINUTES

Attending: Executive Director, Troy Tyree, Ex-Officio, Uma Ananth, Ed Arndt, Mark Babson, Greg Check, Gail Hunt, Scott Hayman, John Solaperto, Darren Pinto, Uma Ananth

Guests: Walter Henritze, Anne Souza (former Arts Worcester, Director, currently involved with the new gallery committee and working with Troy on some admin tasks, including membership and grants)

Not Attending: Nick Cozzens, Rick Hendra

Darren Pinto, Board President, called the Meeting to order at 7:00 pm, while giving thanks, particularly, to Dan Hunt, to those who have worked to create the new Harold Stevens Gallery

Approval of Minutes from: The Board reviewed the minutes from the February Meeting. Gail Hunt moved to accept the minutes as written. Uma seconded the motion. All voted in favor of accepting the minutes as submitted.

Committee and Task Force Reports:

Infrastructure:

Greg Check gave a report on the work of the infrastructure committee.

- Record store complete.
- Gallery completes.
- Meltaway tiles have been received.
- The fire-alarm system has started. Estimated completion is mid-May, but this date is dependent on fire department turnarounds.
- The cost will be \$23,750.
- The list of repairs and improvements has been reviewed and prioritized, but no costs have been considered yet.
- The committee thought a security camera system and the computer network file storage are good projects for grant requests. M&T bank are interested in granting us some funds, according to Rick Hendra.
- The new Gallery came in at \$6,509 as compared to the budget of \$6,500.
 - This does not include the electrical work of \$3,665, which covers the record store as well as gallery, including numerous dead outlets and switches.
- Dan Hunt has logged more than two hundred hours on the Gallery Space.
- Greg listed the itemized costs of the Gallery Space.

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- Greg showed pictures of the new Gallery from different perspectives. All remarked how beautiful the Gallery is. The FrontRoom is also de-cluttered with new buffed floors.
- Greg then shared the priority list for remaining tasks:
 - Fire Sprinkler
 - Fire Alarm system.
 - Fix electrical items to code (wiring closet, FrontRoom, etc.)
 - Back hallway window closing
 - Install meltaway tiles.
 - Address any items found by the Fire Department and Building inspection.
 - Repair Front entrance door jamb.
 - Replace/repair door thresholds (production rooms, etc.)
 - Upgrade server network.
 - Replace old fluorescent tubes, with, at minimum, LED tubes.
 - More decluttering
 - CD library: lights, helving, flooring, paint.
 - Redo 'WCUW' painted signage outside front, toward top.
 - Repair/repaint metal trim around outside top of building.
 - Frontroom interior signage
 - Trim trees
 - Upgrade HVAC to have zones.
 - Remember that costs have not yet been factored in
- John S. believes we should seek out grants to replace the networking equipment, which is outdated in his view.
- Troy clarified with Greg that the back hallway window is complete.

Community Development and Financing

- Anne Souza shared some of the research she is doing for grants.
- Discussion ensued on applying for an operating grant from the Mass Cultural Council. The grant application is due June 13th and is multi-year for up to 10% of your operating budget.

John S moved and Gail H seconded the motion that Anne and Troy should make application for the operating grant to the Mass Cultural Council.

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- Darren asked Scott to report on the first budget meeting. Scott reported that one meeting took place. The Board has the initial budget draft. The budget committee will meet again to tweak it more and it will be available for board votes and grant apps, etc. in the near term.
- Darren asked Gail H and John S Anne S to report on the Gallery:
 - First opening is Tuesday, a week from tonight – 4/26/24--6 to 7:30 pm
 - Gail is managing refreshments in FrontRoom.
 - John S has offered his time to open the Gallery on Wednesdays from 1-4 pm
 - Basic policy on selling art is that the Artist will be encouraged to give 10-15% of any sale to WCUW.
 - Harold Stevens show will be until May 5th.
 - The next show may be Elizabeth Hughes' Art. She recently passed away.
 - The gallery has its own Facebook and Instagram. It will all be coordinated with Troy.
- Daren asked Troy to investigate whether WCUW might get involved with the Food Truck Festival.
- Darren finished the Community Development Committee with a discussion of Grant requests and coordination. He would like Anne and Rick to be sure to communicate. John asked that we investigate “bigger” asks from high dollar donors and grantors. Daren said M&T’s grants are anywhere from 5K to 10k.

Human Resources:

- Scott reported that we have the programmer handbook now.
- Ed A. wants to get a donated Automatic defibrillator and other medical equipment and wants to pitch in on the health and public safety side.
- A good discussion ensued on these matters. He will coordinate with the HR committee.

Recognition Event

- Uma reported that the recognition event will not be scheduled until the fire alarm system is completed. The old date was April 28th.
- Everything is ready. We are better off waiting until we are all set.
- The committee is now looking at May or June for the event.
- The budget will be kept within the 3K amount.

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- T-Shirts are in the process of being printed, according to Troy.

By-Laws Committee:

- Scott reports that there has not been any activity and that we will try to meet before the next meeting. Rick H, Walter H, Robin Scott, and Scott are the volunteers for this committee. Robin Scott has undergone a quadruple bypass.

Executive Director's Report

- MP Electrical will be doing the fire alarm system wiring.
- They would like to do the FrontRoom electrical and the Network Closet.
- MP Electrical reported that the Network Closet could become a costly issue.
- Tory shared the schedule for the fire alarm system. The plan is to be completed and inspections done by May 6th (very dependent on Fire Department).
- Chris Tracy, our radio engineer, will put together an inventory of all the equipment needs of the Network Operations Center (wiring closet). This will be for no charge.
- Tory asked for volunteers to help empty the Network Operations Center.
- Troy shared that Serena May Kilsmith has been contracted with for the TDI Grant position.
- Gail asked what the financial benefits are for the Station. Troy shared that \$8,000 of his salary is paid for by the TDI Grant.
- Troy then urged people to come out for the Gallery Opening. Troy said handouts will be available at the opening for people who are interested in donating to the station or becoming a member. Gail wants Troy and Greg to put something on the website enabling people to donate to the glass block wall.
- Troy wants to get a letter out in the mail for the Spring Fund Drive.
- Tory is working to reduce the 2,000 databases to 1,000 for mailing. He is going to use the first-class stamp rate but is hoping to return to the non-profit, bulk rate in the future.
- Tory asked board members to give him a thirty second recording of why we should support community radio.
- Uma asked for what the non-profit rate is for mailing. Troy said it is 44 or 46 cents as opposed to first class rate of sixty-eight cents.
- Tory reported that the checking account balance is: \$3,492 and the Savings account balance is \$100,359.

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- John asked if more money was raised through the 50th anniversary campaign. Troy did not think we got more funds in since the last report. John encouraged us to do a targeted mailing to our major donors. A good discussion ensued about cultivating major donors.

Greg Check reported on the Financial Status of the Station.

- We have a total account balance of \$100,358, which is a combination of checking and savings.

A final discussion ensued on reaching out to specific major donors. It was agreed that Darren and Scott would reach out.

Mark suggested we could do a live broadcast during the Gallery Event. Discussion ensued on this matter.

Various good discussions ensued prior to adjournment of the meeting.

Darren adjourned the meeting, while thanking Anne for getting involved.