

**WMHT Educational Telecommunications
WMHT Board of Trustees Meeting Minutes
June 15, 2023**

A Meeting of the WMHT Board of Trustees was held on June 15, 2023 via a hybrid in person and zoom visual and audio conference call. Shelby Schneider, Chair of the Board of Trustees, presided.

Present

Shelby Schneider	Martin Mbugua
Anthony V. Hayes	Barbara Nelson
Ian Berry	Susan Novotny
Karen Carpenter-Polumbo	Mary Ellen Piche
Doris Fischer Malesardi	Del Salmon
Tammis Groft	Tobi Saulnier
Kathy Jimino	Gwen Wright
Susan Kress	Teresa Zielinski

Excused

Don Applyrs	Karen Opalka
Bridget Ball Shaw	Khadijah Peek
Angela Dixon	Mary Simoni
Gina Mintzer	Danika Vittorio

Also Attending

WMHT Staff: Sandra Beer, Val Belden, Virginia Claus, George Hauenstein, Joe Landor, Will Pedigo, Julie Raskin and Allison Valiquette.

Call to Order

Ms. Schneider called the meeting to order at 4:06 PM

***Consent Agenda
Items***

On a motion by Ms Malesardi, seconded by Ms. Kress the consent agenda of minutes and notes listed below was unanimously approved by the Board of Trustees.

Minutes and Notes

- May 8, 2023 Community Advisory Board
- May 10, 2023 LSAC
- May 11, 2023 Board Meeting
- June 1, 2023 Onboarding Committee
- June 2, 2023 Executive Committee Meeting
- June 7, 2023 Governance Committee Meeting
- June 13, 2023 Finance Committee Meeting

President's Report

Mr. Hayes noted that he is as excited today as he was when Shelby called to offer him this position. He also expressed genuine appreciation for the Board and its commitment to the Capital Region; Some highlights in the past month include: a

tour of Albany Nanotech facility, meetings with NY Creates, attended the PBS annual meeting, toured the Athens Lighthouse; met with donors in the Berkshires, and leaders of Albany Pro Musica, CDTA, attended APBS and CentralCast meetings, participated in an education meeting, organizers of the I AM Father Festival, visited the South End Grocery, hosted the third Meet the CEO luncheon, became a member of the Fort Orange Club and held final interviews for the VP of Marketing and Communications position. He attended Dr. McElroy's retirement party met with representative from LGBTQI community and plans to attend the annual Capital Region Chamber dinner. In FY24 a new performance management process will be instituted, and leadership training will be held next Friday for managers and supervisors. Lastly, Mr. Hayes announced that Ms. Belden is being promoted to Special Assistant to the President and Board Liaison.

***Onboarding
Committee Report***

Mr. Berry shared how much energy and enthusiasm Mr. Hayes has had in getting out and meeting people throughout the community. The third onboarding luncheon was successful, with many people coming to the studios for the first time. The presentations were exciting and exuberant, and people were networking and using WMHT as a connector. The final scheduled luncheon will be on Tuesday, July 25th and trustees are asked to invite people from their own network to meet Mr. Hayes and see the studios. There will be lots of summer invitations being extended to Mr. Hayes and then the listening tour will take place. The chair thanked Mr. Berry for his service in chairing this On-boarding Committee.

It was noted that the station is being seen as being more open, inviting and welcoming, which is in line with the focus on being more outward facing.

***Governance
Committee***

Ms. Saulnier said that each trustee should have received links to a couple of surveys that will assist the Governance Committee in seeing gaps to focus on in representation on the Board. Please fill this out soon. The committee is also working on candidates for the board and the possibility of doing a board retreat, probably in October.

***Development
Committee Report***

Ms. Fischer Malesardi reported that the mission of the committee is to confer with the staff and consider strategies for fundraising and friend-raising. The committee is here to encourage the board to act as ambassadors and advocates for the station. We have surpassed 30,000 members. We hope to be renamed Institutional Advancement. WMHT is hoping to have one of the PBS NewsHour hosts come for an event for donors. Everyone has received a giving request from Shelby and Anthony; our goal is to have 100% trustee participation. Please send a token of your appreciation by June 30th. There is a matching gift for any board member who gives a gift in these final two weeks. It's a proud moment when we can say every board member supports the station.

***Finance Committee
Report***

FY2024 Budget

Mr. Salmon shared that WMHT is a strong financial organization that is continuing to do well. Our end of May Net Income before Depreciation is \$899,912 better than budget and \$16,432 better than prior year actuals. Operational Income is \$82,670 worse than budget and \$573,936 better than prior year actuals.

The CPB and NYS grants are up, membership is at 98% of budget, and better than last year's actual by \$190,000. Cash is at \$1.6 million, which is \$410,000 higher than last year due in part to the NYS grant. WMHT is doing very well, we are a strong organization.

On a motion by Ms. Wright, seconded by Ms. Saulnier the financial reports were unanimously accepted by the Board of Trustees.

Mr. Salmon introduced what he understands to a budget for FY24 which is inciteful, strong, conservative and recognizes staffing issues, capital improvements, and is generally flat and covers a lot of areas.

Ms. Raskin noted that this budget has many important aspects including 4% increases for the staff, a board portal, listening tour expense, enhanced EAP product, a paid internship program, a family fun day, as well as conservative membership revenue projections, and a conservative CPB amount. As production services has gone over \$400,000 this year, we have budgeted for \$425,000 next year and we've increased CARS as we think that this can increase from \$64,000 to \$80,000 in vehicle donations.

Expenses we have budgeted some open positions which we plan to fill. This budget gives us everything we need for the moment. This budget includes capital expenditures of \$224,500 with the possible need to spend \$350,000 before FY25. The plan is to draw down cash and then draw down the T bills in 2024. The hope is to not use the board designated fund, so it grows for future.

The plan is to have a family fun day - \$10,000.

On a motion by Ms. Jimino, seconded by Mr. Berry, the board unanimously approved the Fiscal 2024 Operating and Capital budgets as presented.

***Reaffirm Diversity
Policy***

Ms. Raskin noted that for compliance purposes with CPB we need to re-affirm this statement annual. She then read it:

Diversity in our workforce, management and boards is essential to our ability to serve our communities at the highest level and is an ongoing goal. We take a wide view of diversity, including, but not limited to any status protected by federal, state, or local law, in an attempt to create an environment that welcomes all forms of differences and is supportive of the core values we share.

She then read WMHT's values:

WMHT Values and Goals

Community /We place the community at the center of our work.

Integrity /We honor the trust placed in us by doing our work with honesty and transparency.

Excellence /We believe that the importance of our services demands that they be carried out with excellence.

Innovation /We embrace the new solutions that will be needed to serve our evolving communities.

Respect /We express an authentic regard for the intelligence and diverse viewpoints of our audiences and our community.

On a motion by Mr. Salmon seconded by Ms. Groft the Diversity Policy was re-affirmed by the Board of Trustees.

Board Portal Demo Ms. Belden made a video to show the board portal called Boardspot.com which will be implemented to provide the information needed by Trustees.

Chair's Report Ms. Schneider thanked the trustees for being at this meeting and at other committee meetings and the lunches. She reinforced the message that it is highly important to the organization for all Trustees to give, hopefully at the Edison Society level, but regardless, to give whatever amount is possible. Trustee time and effort, being an advocate and ambassador, and contributing as each can is important for this organization to be strong. WMHT is a wonderful organization with aspirations for a bright future.

Executive Committee The board moved into Executive Committee at 4:54 pm.

Meeting Adjourned On a motion by Ms. Saulnier and seconded by Ms. Groft the board unanimously approved adjourning the meeting at 5:25 pm.