Minutes of the special meeting of the WJFF Board of Trustees held on Wednesday, July 19th, 2017 at the Callicoon Town Hall, located at 19 Legion Street in the Village of Jeffersonville, New York
Approved on August 2, 2017

Trustees present: Tim Bruno (phone), Dante DeLeo, Kathy Geary (6:40), Martin Higgins, Ken Hilton, Kit Hulit, Jim Lomax, Jeffrey Moore, John Nordstrom, Thane Peterson, Pat Pomeroy (6:44), Martin Springhetti

Trustees absent: Leila McCullough, Kevin McDaniel, Angela Page

Staff Members present: Andrea Nero Eddings

Others attending the meeting: Steve Richter

A quorum being present, the meeting was called to order by Jim Lomax at 6:35 p.m.

Pamela Day of Day Seckler was introduced. She presented an overview of their audit of WJFF Radio Catskills finances for 2016. She distributed copies of the audited financial statements, a copy of which had been emailed to trustees the day of the meeting and which is also attached to these minutes. She discussed the importance of internal controls in small organizations and made two related recommendations:

The spot checks conducted by the audit committee should be expanded to include a review of bank statements.

The internal controls regarding the handling of cash by volunteers should be put into written form to be shared with any volunteers handling cash.

Following the audit presentation, Pat Pomeroy announced that an emergency meeting will be held at 5:30 pm on July 20th in regard to an offer to purchase the Green House. She distributed disclosure statements related to that sale, which were completed and signed by all present, and requested that statements be mailed to the trustees who were either absent from the meeting or participated by telephone.

Andrea Nero Eddings announced that the pledge drive would begin on Friday, July 21st, and reiterated the importance of board participation in the pledge drive, both in terms of assisting at the station and in terms of financial contributions.

Motion to adjourn (Lomax/Hilton) All in favor. (7:27 pm)