

**From:** Martha Schmidt <martha@widd.net>  
**Date:** Tue Jul 5, 2005 4:25:39 PM US/Eastern  
**To:** Programming Committee <programming@wool.fm>, WOOL-BFCBC <martha@widd.net>  
**Subject:** Programming Committee Notes 6/27/05

Once again, I apologize for not getting these notes to you more expediently. Also, I do not believe I have a complete committee list. I am using the WOOL list serve for the committee and sending it on to the board members I think are not on the programming list. I will bring some copies to tonight's meeting, but if you can, please copy your own set.

AGENDA for 6/27/05

None that I have seen, but I probably overlooked in my emails.

RECOMMENDATION:

Review the previous meeting's minutes first to review, change, and approve to see if there is any unfinished business to attend to.

#### **MINUTES - MONDAY, JUNE 27, 2005**

#### **PROGRAMMING COMMITTEE - GFCBC, WOOL lpfm**

Submitted by: Martha Schmidt (MS)

The following are rough notes taken at the Monday, June 27, 2005, Programming Committee Meeting of GRCBC. In session prior to 7:00pm

#### **PRESENT:**

Dot Read - Chair, Gary Smith, Martha Schmidt, Melinda Underwood, Gordon Hayward, Cuzin Isaac, Nancy Stefanic, Wade Kemp, Kenneth Auclair, Maya, Christian Blake (Is he a member?).

Some attending arrived later or left earlier than others. Please let me know if I have left anyone out.

**\*PSAs** - Again, what constitutes presentation as a PSA and the differences between profit and non-profit eligibility. For example, if information comes from a group without non-profit designation is it ok to run as a PSA if passed on through a library which is a designated non-profit agency.

RECOMMENDATION: look for examples; keep log of requests; keep log of the number of PSA's. Consider a phone response book including complaints.

Create a trouble shooting manual.

**DOT** to do book for PSAs as she has 15 years professional experience and questions the ability [REDACTED]

[REDACTED] to train others to sort through the PSAs. She has volunteered to handle PSAs for now.

-GARY-tailor PSA's "If a programmer, dj, wants to air" them.

-DOT-Some generic PSAs may be going too far... persuasion vs. information.

-GARY-Dot to bring in samples of the above to educate the committee. Something's are clear; some are generic (and can be.....?)

-DOT-1:00min is too long. 30sec and 15 sec are ok.

-MELINDA-How about two 30sec.

-MS- Stated a belief in the ability to train others to review PSAs with a proper manual and training. Mandated yes 2 PSAs per hour, BUT more could be better. This is community radio, not heavily formatted commercial radio. There will be wiggle room for announcements that are not precise in their timing.

For example even if a written PSA is timed out, not everyone speaks at the same speed.

-NANCY-Audience re: programming and PSAs. Match PSAs with programming.

-DOT-WOOL is requiring PSAs

-GARY-the goal is that every hour has some community announcements.

-MELINDA, NANCY- Announcements in the context of the programming. Some do call-ins with information.

-DOT-We should read them in the order they are placed in the PSA book. Its filler on commercial radio. There is (can be?) a distinction between PSAs and announcements. PSAs are read on the hour.

-MS- Many will have a short shelf life. They should be given priority over generic non-time specific announcements. Also, are we set up to record (PSAa)?

-GARY-Directly to the cassette. Regarding re-broadcast it initially archives 192 or 164.

-NANCY-Each programmer.....?

-GARY-Is it mandated to tape? It should be encouraged.

Section I - How to..... No verbatim from newspapers. Get permission. Nancy will get permission

[REDACTED] writing from the "Rutland Herald", "Brattleboro Reformer", "Eagle Times".

Section II - Timing.

Section III -Generic or Long Term.

Section IV - Audio List.

#### **PROGRAMMING SCHEDULE and TRAINING DISCUSSION**

GARY-"Democracy Now" is not on at 6:00pm EDT. Tony said he will find out.

NANCY-6:00pm until 10:00pm is prime time real estate and competitive.

NANCY-who is close to being trained?

GARY-Tom, Kristin, Jim Baldwin, Cuzin Isaac, Mark Green, Wade, Leslie Salmon (not tested), Melinda, Tom Chiffrieller.

MS - gone for a minute - notes incomplete.

Who has pre-produced programs? Mike Obekowski.

NANCY-is "Democracy Now" filler or a regular program? Is it followed by another news program?

NOTE-this discussion may have taken place at another time in the meeting:

**Gary showed the current programming schedule as filled out on the computer grid. He also showed the training schedule sign up sheets.**

#### **SCHEDULE REVIEW**

NANCY-review every quarter.

MS-agreed that the programming schedule should be reviewed every quarter.

DOT-that is 13 weeks. If someone has been a good programmer and is on time and shows.....(ms paraphrase-they should be given consideration.)

NANCY-Community Radio, accountability?

-5 hours of Volunteers ??

MS-Should community programming be considered as a category separate from generic programming? Should survey's be done (traditionally for setting rates on commercial stations) and if so should the results drive the formulation of programming schedules.

MS-Community meetings can be of significant interest to the listeners.

WADE-don't cut into programming time.

DOT-meetings are hard to listen to with poor mics.

NANCY-they are of an indeterminate time. The web site could be used.

**MOTION:** NANCY MOVES, WADE SECONDS, Christian Blake agrees

THAT WOOL DOESN'T COVER MEETINGS UNTIL FEASIBLE.

4 AYES, 1 NAY. MOTION PASSES.

#### **SPORTS PROGRAMMING**

WADE-would like a sports time slot. He will feature Fall Mountain and Bellows Falls and championship games. It will take some time to get the logistics of the live broadcasts worked out. He is also looking for underwriting.

GARY-there should be a cap on sports programming.

NANCY-what about girls, field hockey, soccer?

WADE-basketball, winter 3/boys 3/girls; football, 4 or 5; could tape with the Marantz.

**MOTION:** NANCY MOVES, WADE SECONDS

THAT LOCAL SPORTS WILL APPEAL TO A WIDE RANGE OF LISTENERS AND A SEGMENT OF THE POPULATION NOT CURRENTLY INVOLVED WITH WOOL AND THAT ALL DJs ARE MADE AWARE OF "THAT" AND THAT ALL SPORT PRODUCERS WILL BE RESPONSIBLE TO MAKE ARRANGEMENTS WITH PRE-EMPTING THOSE PROGRAMMING WITH OTHER DJs.

5 AYES, 1 ABSTENTION. MOTION PASSES.

KENNETH AUCLAIR-would like to do a one or more minute daily sports wrap up. He could record in MP3 format. He will talk with Wade regarding this. It was met with favorable interest.

MS-wondered how long "Democracy Now" is an if there is ample time for local information and PSA inserts.

**MOTION:** WADE MOVES, DOT SECONDS

TO ACCEPT THE MINUTES OF THE MEETING OF JUNE 23, 2005

DISCUSSION: Interspersed with new/old business.

SECURITY-there will be a Security Key Safe for the outside door. MS or Gary were going to make a sign-in log. Dot said she had already done it. This will be for everyone and their guests to log in and log out the day and time of their business at the station.

NANCY-wanted to know the status dj forms and youth dj forms. MS said she was working on indemnification forms for the programmers to sign for the station.

NANCY-are there barriers to getting programmers on?

GARY-No.

WADE-How to stop automated programming.

GARY-Talk with Tony.

MS-EAS logs, facilities use logs (work with Ira) other logs and policies. Martha and Gary will do.

A Marantz sign up sheet (done by Dot?).

TRAINING:

NANCY-a press release on programming and training should go out after this meeting.

NOTE: some Board members wanted to wait until things settled down and were in place.

STATION RANGE:

GARY-is not public information following the theoretical limits. **THIS IS IMPORTANT.**

POLICIES:

CO-PRODUCERS each need to be members if both are using the equipment.

MS-If co-producers, regardless of who is trained to use the equipment shouldn't they both be members? After all they are creating a product at the station.

#### **BEGIN LIST OF POLICIES**

TRAINING SIGN UP SHEETS FROM THE MEMBERSHIP MEETING - 14 NAMES GIVEN TO GARY & ANNEKE

#### **MINUTES APPROVED**

AYE, ABSTAIN 1. PASSED.

Some of the changes were on my minutes which must have been picked up by someone else or lost in the Martha pile. I'm sure these notes do not reflect all the specific changes, but do reflect the direction and work done at the meeting.

GARY-brought up the Program Schedule.

NANCY-said we should focus on the 36 hours per week. Tony is also a defacto shadow programming committee right now.

NANCY-should we use other programming? The more local programming the better.

DOT-who is the person to do it?

CUZIN ISAAC-said (he could?) give them 2 to 3 weeks of listening.

GARY-said TONY could.

CUZIN ISAAC-will call about particular programming.

WADE-are we set up to record to air? For example Cuzin Isaac?

DOT-Petrie Dish.

CUZIN ISAAC-said he will do his Saturday show.

DOT-we could put play lists together 59min.

WADE-wants 7:00pm until 9:00pm Mondays.

MAYA-Sunday 8:00pm until 9:00pm or maybe until 10:00pm "An Integral Perspective"

MS-what if for now people came in back to back (when possible) in an interim programming line up.

NANCY-as a moral support system.

**MOVE TO ADJOURN:** CUZIN ISAAC MOVES, MS SECONDS  
Meeting adjourned. 9:50pm (estimate).

MINUTES of June 27, 2005 SUBMITTED BY MARTHA SCHMIDT  
July 5, 2005