

Media Factory Board Meeting

July 17th, 2023 at 6 pm

In attendance: Seth Mobley, Jason Raymond (remote), Deb Ellis, Dean Pierce, Katherine Stamper, Chris Dissinger

Meeting called to order at 6:04 p.m.

1. Public Comment -

- a. No public comment.

2. Approve Minutes from 6/19/2023

- a. Dean moved to approve the minutes.
- b. Chris seconded.

3. Financial Report

- a. Chris- Things are tracking very well; program fees a bit lower, but more consultations may be in shortly; adjustments will be made with the new bookkeeper (Seth reported on new bookkeepers)
- b. Seth-Alice located Roseworks (on Kilburn); Seth spoke with the owner; Roseworks will start for Media Factory in August as new bookkeepers; In this current report, some items have not been reported due to need to catch up; looking forward to new bookkeepers to adjust accordingly (Media Factory is in process in getting systems in place for bookkeepers; unsure on start date)
- c. Chris-Line Item 7099-Inclusion Committee is in discussion for a potential consultation that may impact this line item
- d. Seth- Noted Jess's note to the board in her email regarding additional income from VAN Legislative Update
- e. Katherine moved to approve the report.
- f. Deb seconded.

4. Board Appointments/ Recruitment

- a. Two open slots by appointment for two year terms
 - i. Awaiting Melo (expressed interest to continue, reached out, but have yet to hear back from her)
 - ii. Interest from Colleen Goodhue (has spoken with Keith and is interested)
 - iii. Awaiting Kevin Ellis (expressed interest, but have not heard back)
 - iv. Awaiting appointment decisions for the additional spot for September.
- b. Dean makes a motion to appoint Colleen for a two year term. Eric seconded.

5. Committee Assignments/ Reports

- a. Seth- Keith was going through committee assignments; inclusion committee maintains work on developing; programming
- b. Deb-Mentioned need to participate with more content in a committee; "You sign onto a board because you want to be useful"

- c. Katherine- How might program committee evaluate best practices for programming
- d. Jason- Suggested return to considering online content policies and best practices for programming
- e. Seth- Discussed the marketing survey that Art sent out and reviewed during the executive committee meeting; next meetings will be moved forward
- f. Chris-Can we all attend a committee we are not included on? Could there be a Google Calendar with the different meetings listed? Chris would like to participate in meetings for committees he is not on. Katherine concurred that having an established calendar would be beneficial for all members of the board.
- g. Inclusion Committee report- Chris met with Kathy Johnson from CQ Consulting regarding equity and inclusion trainings for the Media Factory; Katherine asked if the practices and strategies were evidence based; Eric added that he would like to know more about this consultation work; Seth added that he would like to connect consulting with strategic planning work (Media Factory is overdue for strategic planning work)

6. Other Business

- a. 99.3 WBTV.org radio website went live today! Check out the new functionality. BlueHouse Group!!
 - i. Board members checked out the new site! Very impressive.
- b. The OTT App is also live and will be announced in days. More ways to consume Media Factory content!!
- c. Jason mentioned considering soliciting more production from specific populations; or co-producing content with groups or regions of the service area not represented.
- d. August 28th 5:30- Taco Truck

7. Dean moved to adjourn the meeting. Seconded by Chris.

Adjourned at 7:09 pm