Pursuant to notice, a regular meeting of the Board of Directors of Delaware Public Media Corporation (DPM) was held on Friday, March 10, 2023, via Zoom video conference call.

**Directors present:** Dave Brond, Vice Chair; Ellen Roberts, Secretary; Ellen Wolf, Treasurer; Robert Varipapa, Immediate Past Chair; Nancy Karibjianian; Michael Sigman; George Watson; Chanta Howard Wilkinson

**Directors absent:** Randy Farmer, Chair; Charlisa Edelin; Drew Fennell; James Griffin; Leslie Newman

**Others present:** Pete Booker, general manager; Jane Vincent

No members of the public were present.

**Call to order:** Mr. Brond called the meeting to order at 12:03 p.m.

**Approval of minutes:** On a motion made by Dr. Varipapa and seconded by Ms. Wolf, the minutes of the board meetings on August 16, October 14, and December 16, 2022, were approved unanimously.

**Human resources update:** Mr. Booker reported that:

- Karl Lengel has been hired as the new morning anchor, effective April 6. He comes from the NPR station in New Orleans, WWNO, where he anchored “All Things Considered.”
- Mr. Booker and Tom Byrne are pleased with the development demonstrated by Rachel Sawicki and Quinn Kirkpatrick. Ms. Sawicki has been given a one-time bonus as tangible appreciation for her work following Kelli Steele’s departure. Ms. Kirkpatrick was moved to full-time status when Mark Arehart left.
- Andrea Beck started as the new office administrator on March 6.
- Jennifer Cornell’s last day was March 3. We have contracted with Tracy Moore of Easy Breezy Bookkeeping to handle financial work.
- Mr. Booker is hoping to bring on the second underwriter by April. He noted we likely would not see a noticeable increase in underwriting revenue until approximately 60-120 days after the new person is hired.
- Mr. Booker thanked Ms. Howard Wilkinson for her human resources expertise and assistance.

**MOTION:** On a motion made by Dr. Varipapa and seconded by Ms. Wolf, the board unanimously resolved to thank Jennifer Cornell for her caring and professional execution of all tasks and duties associated with her roles as accounting/bookkeeping vendor and advisor to DPM.
Fundraising update: Ms. Vincent reported that:

- The winter fund drive received pledges of $52,016 vs. the goal of $40,000, with 40 new donors and a total of 211 donors.
- Do More 24 Delaware raised $4,868 in donations and we received $505 in incentive awards, for a total of $5,373. Mr. Brond noted that the total United Way raised in this year’s Do More campaign was $2.3 million, down from $2.6 million last year.
- To date in FY 2023 we have received 6 vehicle donations valued at a total of $5,198.
- As of March 9, there have been 942 mobile app downloads.
- Grant activity:
  - The Delaware Community Foundation awarded us $10,000 vs. our $25,000 request.
  - The Crystal Trust denied our $50,000 request. We will be eligible to submit another request in August 2023.
  - A $25,000 request to the Crestlea Foundation is pending.
  - We are requesting $240,000 from Grant-in-Aid and $225,000 from the state bond bill. Meetings with Sens. Jack Walsh and Trey Paradee were very positive.
- Upcoming fund drives:
  - March 16: National Freedom of Information Day
  - May 1-2: Public Media Digital Fundraising
  - May 3: National Public Radio Day
  - May 3-10: Spring On-Air Fund Drive

Financial report: Mr. Booker reviewed financials as of February via screen share. After backing out the Longwood Foundation grant for capital projects, revenue is approximately $100,000 ahead of budget. Expenses are approximately $104,000 under budget, due mainly to the delays in hiring the second underwriter and the office administrator, and changing the office administrator to a part-time position.

Facilities move: Mr. Booker reported that plans remain on hold pending action by DSU. The women’s softball team has not yet vacated the building earmarked for us.

Signal upgrade: Mr. Booker reported our signal improvements will be delayed, likely until Labor Day, as the tower owner is replacing the tower. This will enable us to add one or two extra antenna elements and strengthen our signal, and to buy a lower-power transmitter, which will save on electricity expense.

Marketing and Development Committee: Mr. Brond congratulated and thanked Mr. Sigman for agreeing to chair the Marketing and Development Committee. Mr. Sigman said he hoped to establish an experienced and diverse committee that meets regularly, that strengthens our
relationships with UD and DSU, and which develops programs for donors. He thanked Mr. Booker and Ms. Vincent for their assistance.

**Bylaws revision:** We need to amend the bylaws to reflect that we now have a general manager. An agenda item proposed that we change specific mentions of “President” in the bylaws to “President/General Manager.” The provision for amending the bylaws (Section 12.01) requires an affirmative vote of a two-thirds percentage of all of the voting Directors in office. We currently have 13 directors; 9 would constitute a two-thirds percentage. As only 8 directors were in attendance, no motion was made, nor was a vote taken, on this matter, and it was deferred to a future meeting.

**Name change:** Mr. Brond reported that the state certified our revised Certificate of Incorporation as of February 1, 2023, and our name is now officially changed from Delaware First Media Corporation to Delaware Public Media Corporation.

**Upcoming meetings:** Future board meetings are scheduled for 12:00 p.m. on the following Fridays in 2023: June 9, September 8, and December 8.

**Adjournment:** On a motion duly made and seconded, the board unanimously agreed to adjourn the meeting at 12:57 p.m.

Respectfully submitted,

Ellen J. Roberts
Secretary, Delaware Public Media Corporation