

**Walpole Media Corporation (WMC)
275 Common Street, Walpole, Massachusetts 02081**

**Board of Directors Meeting
June 7, 2023
via Zoom**

The Board of Directors Meeting of WMC called to order on June 7, 2023, at 7:06 p.m. by Jean Kenney.

Board members present: Jean Kenney, Nancy Dayian, BJ Burke, Jim D'Attilio, Nancy Niles

Jean Kenney called the meeting to order and then she called for a motion to waive the reading of and accept the May 2023 meeting minutes, the motion was made by Jim D'Attilio and seconded by Nancy Niles. Vote to accept 5-0-0.

TREASURER'S REPORT

Jean directed board members' attention to the most recent balance sheet and reported out on an error made by accountants Amichetti & Company that resulted in the WMC staff not being paid last week. There was an error in Quickbooks that has since been remedied. Jean had to transfer \$10K to cover immediate expenses, then later transferred an additional \$75K to cover pay periods going forward. Amichetti apologized for error and has offered to pay any bank fees that may be the result of their error. The WMC has sufficient funding to meet payroll and this issue has been resolved. Motion to accept the Treasurer's report by Jim D'Attilio, seconded by Nancy Dayian. Vote to accept 5-0-0

EXECUTIVE DIRECTOR'S REPORT

- Graduation was broadcast and live streamed last weekend. There was no WMC staff needed as the event was covered entirely by Pete O'Farrell, his students and WMC interns.
- WMC is very busy covering the spring playoff season for high school sports.
- WMC now has a glut of interns who are active and very interested in covering municipal meetings. They are excited about learning all there is to learn and Tamarah hopes to have a very productive summer with the group.
- WMC participated in Walpole Day this year. They brought the WMC van to display, but did not have a great spot. Tamarah said they were too far away from the action! Next year they will opt for driving the van in the parade and have a booth in the vendor section. Tamarah did make a few contacts, including one that will likely produce some content this summer.

- Tamarah Green will be traveling for 3 weeks this summer, so there may be a hiatus from the news program for the month of July. Tamarah will leave it up to Jess to determine whether or not they have a July news broadcast.

NEW BUSINESS

- WMC received a donation from the Mattson Family Trust through the mother of Jeff Mattson. Jeff was a custodian at WHS and a long time volunteer for Walpole Cable. His mother wanted to make a donation to honor Jeff's memory in a place he dedicated so much of his time to. The amount of the donation was \$20K and Mrs. Mattson did not direct what the donation should be used for. There was discussion about recognizing this donation by hanging a plaque in Jeff's honor in the new studio, or dedicating a portion of the studio in the new WHS addition once it is completed. Tamarah made proposal to recognize the hard work of the WMC staff and use a portion of the funds to provide bonuses to the WMC staff. Some of the funds will also go to the Pete O'Farrell's high school program.
- There was discussion about staff salaries for the new fiscal year. Tamarah Green is preparing a proposal for the raises she would like to give her staff this year. She talked the board through last year's process for determining the increases. She will share her proposal with the board so that they can review, discuss and potentially vote on in a July Executive Session Meeting. Jean Kenney is working on a proposal for Tamarah's salary which would also be decided upon in this Executive Session. Since all members of the board were not present, the July 12th meeting date was tentatively set.
- Innovation Grant application came in just this week after meeting agenda had been shared by Tamarah. Jim D'Attilio expressed concern about the amount requested by the group as it was almost the entire amount allotted by the WMC for grants this year. The grant application is from the WPS Digital Learning Coaches and would be for Digital Mobile Studio equipment for 6 of the districts 8 schools (BMS, Boyden, OPR, Fisher, Elm and Feeney.) JMS and WHS were not included in the grant request as they already have equipment. Because the board just received the grant and all board members were not present, it was decided to have full discussion and vote at July meeting.

Ms. Kenney scheduled the next WMC Board of Directors Executive Session meeting for Wednesday, July 12th, 2023, at 7PM via Zoom.

Nancy Dayian made a motion to adjourn, seconded by Nancy Niles. Vote to adjourn:5-0-0. Meeting adjourned at 8:07 pm.

Respectfully submitted by:
BJ Burke, Secretary/Clerk