ARSC BOARD OF DIRECTORS
ZOOM CALL MINUTES
Thurs. Feb. 22 at 7:30 pm Eastern

Present on call: Tim Brooks (President), Nathan Georgitis (Executive Director), Patrick Feaster (Second Vice-President), Yuri Shimoda (First Vice-President/President Elect), Miyuki Meyer (Member-at-Large), Regan Sommer McCoy (Secretary), Maristella Feustle (Member-at-Large), Curtis Peoples (Conference Committee Chair) Not present: Steve Ramm (Treasurer)

1. **Call to Order** Tim determines quorum is present. Meeting called to order at 7:33 pm.
2. **Approval of Agenda.** Tim moves to approve the agenda at 7:33 pm. Patrick seconds.
3. **Approval of Minutes** from [November 18, 2023](#) at 7:34 pm. Yuri seconds.
4. **President's Report** (Brooks)
   - Members should know we face turbulent financial waters due to increased costs post-COVID. While revenues remain flat or slightly down, the surpluses from the 2010’s are diminishing.
   - The Board has already approved authorizing a possible $5.00 across-the-board dues increase for 2025 to be discussed further at the May Board meeting, with the potential for further increases in small increments. Sources of revenue, like grants, are really important. Yuri has been successful in securing those. The Independent Initiative Award doesn’t cost ARSC anything.
   - Members have been generous with their contributions and have gone over and above over the years. They care a lot about the organization, so we need to make that easy for them to do and let them be partners in getting our finances stable
   - Tim hopes that ARSC will remain an open organization and emphasizes the importance of maintaining inclusivity. ARSC Committees should remain open to all qualified members. Hearing that a member was turned down from joining four different projects or committees is disturbing. A spirit of openness and inclusiveness is extremely important for ARSC
   - ARSC is in good shape with notable achievements in publications and conference planning. Members should be reminded of the various benefits the organization offers, including publications, conferences, and online resources.

5. **Executive Director's Report** (Georgitis)
   - Nathan notes we are in the final phase of our membership cycle, which is from October through March. 670 members renewed.
• The Board and the Membership Committee have launched an email campaign to lapsed members reminding them to renew and requesting why they declined.
• Nathan confirms our membership number was around 812 this time last year. We did get a nice batch of new members after our pitch in the new year, but we are behind.
• Tim stresses the importance of personal outreach to lapsed members which recently yielded 30 membership renewals.
• Nathan reports that Research Grants were not awarded in 2023. Applicants have been contacted to rollover their applications to 2024. We need to increase our outreach efforts and increase applications. Nathan highlights that besides being aligned with ARC’s goals, the program is a great source of content for the newsletter.

6. **Treasurer’s Report** (Ramm not present; attending a conference): No report
   • Tim notes that the journal's lateness means its cost will fall against 2024 rather than 2023. This reduces but does not eliminate our deficit in 2023; it increases it for 2024. Tim tends to consider averages over time rather than year by year due to this reason, indicating a concerning outlook for 2024 financially. The impact on the conference remains uncertain financially.
   • Tim appreciates Curtis’s efforts in managing the conference, noting his dedication to cost control and maximizing value.

7. **Second Vice-President / Program Chair Report** (Feaster)
   • The call for papers closed in the second week of January. Traditionally, the call ends the first week in January and every time, it gets extended.
   • The number of proposals received was not exceptional at 46, but it was sufficient. There were no poster proposals submitted. Overall the proposals were really good. We will have a good conference worth of materials with some good local interest.
   • Patrick analyzed past conference schedules over the last 12 years to understand patterns and determine optimal scheduling. He wants to ensure that there’s some local content on Saturday.
   • To determine which sessions run concurrently, he will poll people for their top 10 favorite sessions they might attend and invite the Board to participate.
   • Patrick and Yuri explore implementing an overarching theme for the 2024 and future conferences that could guide presentation submissions and the keynote
   • Patrick highlights the importance of letting the conference evolve organically based on what people want to share with us each year and letting that guide the theme. Tim notes that a keynote can come to mind as the conference develops and encourages Patrick to discuss with individual Board members for ideas.

8. **Conference Manager Report** (Peoples, Georgitis)
• Curtis asks the Board to weigh in on the preferred format and timing for a memorial for Dennis Rooney during the conference. Options are having it during the closing meeting, banquet, or a dedicated session.
• Curtis is working to lock in the AV for $15,000 in the next week. They will provide two cameras to record sessions, but this does not include Zoom. Audio will be saved to SD.
• Plated dinners are more affordable than buffet. Chicken, beef, seafood, and veggies are plated options.
• Drink tickets will be provided for the opening event; Cash bar at the closing event; Breaks will be kept economical. Curtis will aim to keep the budget around $10,000 to $12,000.
• Tim will host a President's reception for donors after dinner.
• No sessions will be Zoomed
• Patrick confirms a film screening for evening programming, hosted by Mark Cantor. It should not be an additional AV cost.
• There will be a schedule for the committee meeting room. Outside food is not allowed in the rooms. The hotel restaurant will not open until 4 p.m., but there is a food court located right outside the hotel.
• There will not be a group rate for Paisley Park. Curis is locking in a Friday reception with Minnesota Public Radio from 5 to 7 p.m., during which drinks and hors d’oeuvres will be served.
• Curtis confirms we should have a contract signed with the Hyatt Regency in Tulsa for the 2025 conference which can be announced in this year’s program.

9. **Membership Committee Efforts** (Georgitis, Shimoda)
• Yuri and Nathan attended the membership committee meeting. They discussed ongoing membership efforts and proposed ideas for enhancing recruitment and retention. Nathan will be more involved in the membership committee.
• He wants ARSC to create an opportunity for synergy with the Historically Black Colleges and Universities Radio Preservation Project; and encourage involvement in future conferences, newsletter contributions, etc.
• Nathan will create a new member follow-up email to be sent a couple of months after sign-up to foster a sense of belonging and offer support in maximizing membership benefits.
• Marianna proposed that ARSC host virtual social hours called "Sounding Off," for members to get together over Zoom to stay connected. Membership committee members will take turns moderating the sessions and varying the timing to accommodate different time zones.
• Nathan will send the membership survey out the 2nd week of March to 2023 and 2024 members. Miyuki will update the Membership Committee. **ACTION ITEM**
• Yuri shares that the Membership Committee would like to collaborate with the DEI committee on a survey after the initial membership survey is sent out.
• The Membership Committee requests the next steps for the completed podcast. Will the podcast be disseminated via Aviary or another platform? Yuri suggests
both options. While keeping all content centralized in Aviary is beneficial, expanding the distribution to another platform will reach a wider audience. The Membership Committee will send over a plan for alternate platforms. Miyuki adds that the podcast can be uploaded to Dropbox and Aviary. The Membership Committee will send over metadata and files for the podcast. Nathan adds that older conference recordings from the 70s and 80s are being migrated into Aviary and require more space to be purchased.

- Miyuki adds support is needed from the Board to recruit new Membership Committee Co-Chairs and members ACTION ITEM

10. Review of the select Task List (McCoy)
- Work with Pavilion to get Communiteq forum up and running. Dan Hockstein to assist. (Nathan): In progress
  - The next steps are an updated quote and a scope of work to develop our discourse forums and integrate it with the website. There will be a price tag attached
- Recruit volunteers to pursue avenues for increasing distribution of the ARSC Journal, e.g. JSTOR (Tim): Deferred
- Ask Sam Brylawski to draft proposed changes to Bylaw Article X, Section 3: Complete
  - Tim and Yuri will follow up offline
- Publications: Radio Taskforce Database: In progress
  - Yuri got clearance from the task force director to approach the International Association of Sound and Audiovisual Archives (IASA) to see if they would alternate paying years with ARSC. ARSC paid for 2025; IASA can pay for 2026, and then we go back and forth every year. IASA’s name will be added to the website, if they agree.
  - From chat Maristella Regarding IP, the Radio Preservation Task Force has a copyright "Town Hall" in the works. We're close to setting and announcing a date.
- Hip Hop at ARSC, NYC meetings (Sommer): In progress
  - Sommer will follow up with Seth about this and has been brainstorming on space meetings in NY
- Conference: High School for the Recording Arts (HSRA): In progress
  - Sommer is waiting for a response from HSRA. (Sommer):
- Archive Boxes from LLC (Nathan):
  - Nathan now has the cushions for the ARSC cylinder boxes. He will contact Numerix to see if the dye can be changed.

11. Old Business
- IT Project (Georgitis)
  - Most of the content has been migrated to Wild Apricot. The conference and workshop registration will be live in Wild Apricot. The next step will be to program out the correspondence calendar and create all the email templates.
Our AMP Database went down last week, and our PHP scripts are out of date. We'll need some programming work to integrate the website with the FileMaker Pro database containing all the amp data at UC Santa Barbara.

**ARSC Bylaws Revision (Brooks)**
- Nathan notes this is the year to convene a nominating committee. The call should be posted before the business meeting, and the business meeting will convene a nominating committee.
- Yuri confirms the change to Article X would result in the Board of Directors being Everyone, including the committee co-chairs. The Executive Committee of the Board of Directors is the elected position; everyone is present in the current Zoom. The aim was to clean up the language and any confusion because sometimes when people use that mailing list, they think they are emailing the seven of us, but it goes out to the entire Board, which is actually everyone, including the Committee Chairs. Tim adds the importance of implementing this carefully to avoid massive confusion.

**Edit Position Descriptions (Feustle)**
- Maristella and Nathan will wrap up any final work on the positions and get them on the website.

### 12. New Business

**New collaborative project (grant application and white paper) between ARSC and the Radio Preservation Task Force (RPTF) to the Board. (Shimoda)**
- The Director of the Radio Preservation Task Force (RPTF) approached ARSC to join a white paper project. The aim is to accumulate data about the RPTF and its work thus far across stakeholder sectors to discuss strategies for the future. It will look at what's worked, what hasn't, and why so that a roadmap can be designed for future endeavors in radio preservation and scholarships.
- RPTF will apply for an NEH research and development grant to support the accumulation of data and the writing of the white paper. Rochester Institute of Technology and the Broadcast Education Association will also contribute to the back end of the report, and the NRPB and NRPF have already agreed to provide letters of support.
- ARSC will be the primary lead on the grant partnering with the Rochester Institute of Technology. The roadmap requires ARSC commitment to push everything that RPTF has been doing now into the future. ARSC needs to be involved in accumulating data from relevant members but also think about how the association can support radio preservation into the future. Yuri has assembled a small team of ARSC members to be involved in the research and writing of the grant and then of the white paper.
- We will decide if ARSC is the primary applicant for the grant, in which case I will involve Steve, and ARSC will need to put in the 10% overhead charge for the grant. Next Steps: We will have our first team planning meeting for the grant the first week of March to submit a first proposal to NEH by April, knowing that it will...
be rejected. This will give us a full year to actually submit our polished grant proposal in 2025.

- Award for Distinguished Service to ARSC (Brooks, Georgitis)
  - The Vote for the award will be done by ranking over email.
  - Tim suggests that giving a posthumous award may not be the best use of the award: recognizing past contributions creates a different type of award.
  - The award should be reserved for someone who can still appreciate it and potentially contribute to the organization.

7. Adjournment
   Tim moves to adjourn the meeting at 9:26 pm. Miyuki seconds.