

KSCW Committee Meeting Minutes 2:00 p.m. Monday, November 7, 2016

The meeting was called to order by Linda Campbell at 2:00 p.m.

Also Present:, Stephanie Rogall, Sherry Hayes, Bill Persson, Ron Bevilacqua, Dwight Senne, Keith Fowler, Larry Anderson, Glen Hagy, Chuck Gawle, Kurt Hauswirth, John Huotari, Maggie Wright

There were no comments from the committee on the minutes of the October 31st meeting.

Unfinished Business

Reports from Sub Committees

Website - Linda

- We are having PayPal issues on the website which might affect Marketing.
- Reminder to send in photos and show descriptions for the website KSCW Voices page.

Event Calendar - Linda

- The events that are included for next year may be changed.

Marketing - Maggie

- Several concepts were passed to the On-Air-Talent sub committee for decisions.
 - Scripts were sent to John for the Explore classes.
 - The On-Air-Talent sub committee needs to work though the idea of offering the Rec. Center a 15 minute (whatever) show and decide if "Explore" will become a part of that.
 - A decision needs to be made about whether or not to do a PORA show.
 - A decision needs to be made about the Club Corner concept.
 - Does anyone want to interview the Rotary about the Alzheimer's Symposium coming up?

On-Air Talent - Keith

- The Explore script given to John by Maggie will be edited down tremendously. Larry, Keith and Linda will go and talk to Tamra Stark and present to her options for the Explore announcements.
- A verbal schedule requested by the Low Vision Support Group was discussed and it was decided that, if it is the same group that George talked to before, we can just have an announcement of our schedule put on a thumb drive to be played by them at will.

- A show of Request Hours is being discussed . People would be asked to call or email in their request for a song. One hour a day per a week those songs would be played. Dedicated to whoever called them in. The procedure for doing this will be discussed with Dwight.
- Schedule changes will be given to Kurt and he will email a revised pdf to Linda and Dwight. Once the new shows are programmed into Command Center, Linda will post the latest schedule on the website.
- The Library Sale spot will be recorded by John, sent to the suncitywestradio@gmail account and scheduled on the air as soon as Dwight receives it.
- The ARC Angels promo has been re recorded and given to Dwight to program into Command Center.

Production - Dwight

- Review of audio file transfer procedure:
The best option is bring it in on Monday. Keith will also accept them on Thursday for the following Monday. If you feel that you are qualified to load into Command Center, the file should be put in the UPLOAD folder on the desktop. You will then need to fill out the form Dwight has created giving him details and any instructions he may need.

Show or Promo glitches/ software or equipment updates.

- Old promos with mentions of prices and calls to action are still playing.

Administrative updates - Linda

- Review of suncitywestradio@gmail use - Comments from listeners will be replied to by Linda. If anyone needs help signing on to the account let her know and she will help them.
- We are scheduled for 33 Mondays in the Stampede Room for next year. We have more scheduling time for both rooms now. Linda will send out a list of dates.

New Business/ Comments:

Glen asked if he can still upload to the Google drive. Dwight said that he can pull it up from there if he is told that a file has been sent. Ron is communicating with Dennis Horvath at Softball about the way the recording of their games will be given to us in the future. Larry shared with everyone that he is going to go over to talk with Wanda and Mike at the Rec Center to get clarification about the organization relationship between the Broadcast Club and the Rec Centers. Chuck reminded everyone of the picnic this Saturday and, again, offered that he has "pro" equipment if needed.

Adjournment 2:36pm