

**OAT/PROGRAMMING MEETING April 3, 2017 1:00pm Round-Up Room**

**In attendance:** Keith Fowler, Chair; Maggie Wright, Sherry Hayes, Kurt Hauswirth, Mo Burke, Linda Campbell, Stephanie Rogall, Steve Hotvedt, Chuck Gawle, Linda Marek, Bob Drabik, Glen Hagy, Dwight Senne

**This symbol >>>> indicates action required**

Thanks to all who attended and helped out with April 1<sup>st</sup> Fundraiser. Good first effort by all.

**Posse interview will be delayed** another week to air due to time constraints for production.

**This Thurs. noon – 4**, Keith will be in studio and has **authors coming in at noon for interview**. Chuck has prepped and is ready to interview them. **Anyone else** who wants to record or learn Studio B engineering can **come in around 12:45 to begin**.

Bob has some things to record, Mo wants to put something together for RV Club, Stephanie indicated the bartender from Saturday's event may come in to record related to Wii bowling.

**Some early PSA's need to be updated to eliminate saying "www. Or http//:"** when giving website address. It's not necessary to say and can help announcements be clearer. Maggie will update her own and can do others if provided to record.

**FCC rule regarding on-air conversations** – Must advise other party. There is a "presumption" if you're standing with them and using recording equipment or they have called you to offer recording but if outbound phone call, **MUST** inform other party and get ok from them. We also have written forms in studio file if in-person interview.

Keith reviewed some "tips" for better quality.

**This committee would like to establish some "sub-committees"** to assist with related activities:

**On-Air Talent subcommittee:** show development, interview research/conduct, etc

**Script Writing/Editing:** proper creation of scripts (following studio guidelines), editing of other's scripts to meet guidelines, etc

**Documentation and administration:** review show proposals for committee; ensure documentation exists for shows, show sponsors, script guidelines (for PSA's, station ID's, sponsor ID's), etc

Please consider your strengths and interests and where you might be able to assist in one of these areas. Talk to others in group about forming a sub-committee and we'll revisit next week.

**Thanks for keeping the program calendar updated** with your shows. Please double check you've input correctly on **am or pm side of page**. **If you have a sponsor to be plugged into your show, please list where you want inserted ie:** show name A, sponsor name, show name B or show name A, show name B, then sponsor. **Dwight will load exactly how you list in calendar book.**

(Please note that when programming is being loaded, no one is listening to the content of each item, not possible to do. Be specific with titles, numbers, letters, dates, etc because this is how they are found and loaded. Thank you)

**Steve leaving SCW next week** and returning approx. early Nov. **Is available by email and phone** to assist if needed.

Dwight thought the **Sun Cities Museum might be worthy of a visit and possible interview** for community awareness and interests. Chuck is interested in visiting. Will research and see about possible interview options.

“Wright Music Show” is good to move forward. Benevilla may be interested in having a PSA about their services. Discussion about their status and how it compares to other PSA’s we’re doing. Seems we can have a generic PSA about them and also event specific spots as they come.

**Some still can’t print the KSCW programming schedule from website. Kurt is working on.**

**Glen’s Gospel show 5B had some dead air approx. 9 mins into show** that then caused that show to end and reboot programming. It appears Gospel Show 3 also had same issue. Glen will check.

**Robin had left email with some thoughts:** (1) Possible Disco Saturday Night, 2 hours. (2) When Tribute Bands are playing in the area, possible promote those shows and play original artists songs with promotion. (3) Interview promoter of shows in Community Chat to promote.

**Pod casts are not easy to find on website.** Steve/George working on ways to link more clearly.

Next meeting Monday, April 10, 2017, Stampede Room, 1:00pm

Adjourned 1:55pm