

FPA BoD Minutes – 6/25/25 @ 7:00pm  
 Minutes transcribed by the Board Secretary  
 Minutes approved by the board on 7/30/25 @ 7:09pm

| Attendance   |   |
|--|---|
| Members of the Board in Attendance<br>(via electronic & phone participation) | -Peggy Fox<br>-Steve Mullen<br>-Gayle Yiotis<br>-Sharon Sobel<br>-Anne Sobota<br>-Jennifer Roberts        |
| Staff in Attendance<br>(via electronic & phone participation)                | -Wanda Pierce<br>-Arcelious Joyner<br>-Jay Erausquin<br>-Maryam Shah<br>-Gabriela Silva<br>-Yensi Umanzor |

| Meeting Open                  |                               |  |
|-------------------------------|-------------------------------|--|
| Call to order<br>at 7:00pm    | Peggy Fox<br>(Vice President) | Vice President Peggy Fox called the meeting to order at 7:00 PM and reminded participants of the Code of Conduct.<br><br>Acknowledging conflict of interest<br><br>Acknowledgements & Accolades:<br><br>Maryam, Jay, and the staff were acknowledged for their work on the Meet and Greet. |
| Meeting Agenda                | Peggy Fox<br>(Vice President) | Motion to approve the meeting agenda was made by Gayle Yiotis, seconded by Anne Sobota, and unanimously approved.  |
| Approval of 5/28/2025 Minutes | Gayle Yiotis<br>(Secretary)   | Motion to approve the amended minutes was made by Steve Mullen, seconded by Jennifer Roberts, and passed unanimously.  |

| Quarterly Staff Reports    |                  |   |
|----------------------------|------------------|---|
| Interim Executive Director | Wanda Pierce     | <ul style="list-style-type: none"> <li>- Continued organizational assessment is identifying policy barriers to progress.</li> <li>- Staff are engaged and ready to lead new strategic initiatives with appropriate support.</li> <li>- Radio Guild members expressed interest in outreach and ambassadorship.</li> </ul>  |
| Engineering                | Arcelious Joyner | <ul style="list-style-type: none"> <li>- Evaluating Salesforce to replace legacy facial software.</li> <li>- Ross TouchDrive received; installation planned for January 2026.</li> <li>- Business case development underway for LED wall, streaming system, and a new gaming PC.</li> </ul>   |
| Training                   | Jay Erasquin     | <ul style="list-style-type: none"> <li>- AI tools webinar scheduled; 25 registrants.</li> <li>- Current membership at 372; Meetup group has 71 participants.</li> <li>- Summer camps confirmed for July.</li> <li>- Staff retreat planned for July 2.</li> <li>- Proposals in progress for LED wall and podcasting facilities.</li> </ul>   |
| Programming                | Maryam Shah      | <ul style="list-style-type: none"> <li>- Attended the NFCB Conference and acquired a new documentary for broadcast.</li> <li>- Reviewing user agreements from other PEG stations; evaluating FPA's exclusive license terms.</li> <li>- Temporary expansion of radio time slots from one to two hours to be piloted.</li> <li>- Recruiting a part-time Master Control Operator.</li> </ul> |

| Committee Reports |              |  |
|-------------------|--------------|--|
| Finance Committee | Steve Mullen | <ul style="list-style-type: none"> <li>- Projected budget shortfall for FY2026 due to ongoing decline in cable revenue.</li> <li>- Budget approval deferred to July to review possible expense reductions and revenue strategies.</li> <li>- Plans to add a Director of Outreach (starting Jan 2026) and a part-time administrative assistant.</li> <li>- Fisher Investments will manage retirement plan assets, replacing existing Principal accounts. One-on-one sessions with employees to be scheduled.</li> </ul> |

|                                      |   |   |
|--------------------------------------|---|---|
| Promotional Development Committee    | Sharon Sobel  | <ul style="list-style-type: none"> <li>- Social media and marketing strategies under revision.</li> <li>- Exploring changes to the exclusive distribution license policy to encourage content creators.</li> <li>- Emphasized the importance of maintaining marketing momentum despite potential name change.</li> <li>- Outreach partnerships in development with GMU and Women in Film &amp; Video (WIFV).</li> <li>- Survey results showed strong member interest in new production tools: <ul style="list-style-type: none"> <li>• 51% very interested in LED wall access.</li> <li>• 37% very interested in podcasting facility.</li> <li>• 80% interested in live streaming capabilities.</li> <li>• Moderate interest in a print-on-demand merchandise store.</li> </ul> </li> <li>- The committee is enhancing event promotion through Meetup and Google Groups.</li> </ul> |
| Ad Hoc Committee                     | Ulysses Campbell  | Not present.  |
| Revenue Generation Committee         | Jennifer Roberts  | <ul style="list-style-type: none"> <li>- Exploring grant opportunities and media fellowships.</li> <li>- Recommends a professionally planned fundraising event, targeting a goal of \$50K.</li> <li>- Advocates for immediate use of social/digital platforms for donations and potential "round-up" options on payments.</li> <li>- Salesforce implementation expected to support data-driven fundraising.</li> <li>- Emphasized alignment of new educational content with funding opportunities.</li> </ul>   |
| Organizational Development Committee | Gayle Yiotis  | - Committee plans are on hold until a new Executive Director is appointed.  |
| Ops Committee                        | Reggie Marston  | Not present.  |
| <b>Meeting Close</b>                 |   |   |
| Unfinished Business                  | None.   |   |
| New Business                         | <ul style="list-style-type: none"> <li>- Jennifer Roberts introduced the "Career Info Café" video project, highlighting member career stories as part of a potential education-focused grant initiative.</li> <li>- Exploring collaboration with Fairfax County Public Schools' Educate Fairfax program.</li> </ul> |   |

|                              |   |
|------------------------------|---|
| Confirm Future Meeting Dates | Next Meeting: August 27, 2025   |
| Adjournment                  | Motion to adjourn was made by Gayle Yiotis, seconded by Jennifer Roberts.<br>Motion passed unanimously.<br>Meeting adjourned. |