

Minutes for the regular National Finance Committee meeting December 20, 2022.

Meeting convened at 8:44 PM (ET) a quorum being present, the Chair and Secretary being present.

Attending: Grace Aaron, Elizabeth von Gunten, Kamau Harris, Julie Hewitt, R. Paul Martin (Secretary), James McFadden, James Sagurton (Chair) also attending was Pacifica Executive Director Stephanie D. Wells.

Agenda:

1. Convene meeting
 2. Roll Call
 3. Adopt Agenda
 4. Minutes (3 minutes)
 5. Report from the Executive Director with Q & A if needed or available. (30 minutes)
 6. Adjourn to Executive Session no later than 9:30 PM (ET)
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Motion: (James Sagurton) “To adopt the agenda.” (Passed without objection)

Minutes 8:49 PM (ET)

Motion: (R. Paul Martin) “To approve the minutes of the November 8, 2022 and November 15, 2022, meetings.” (Passed without objection)

Report from the Executive Director with Q & A if needed or available 8:52 PM (ET)

The Executive Director told the committee that the National Business Manager had been able to do the September financials because they were able to fix the *Great Plains* problem. The Executive Director said that all units had put in numbers and the National Business Manager sent them to her to review. The Executive Director said that she’d look at it the next day, and would write the narrative and send it out to everyone. She said that she’d talked to the auditors and they were mapping out what we need to do. She said that she and the National Business Manager were also working with Otis Maclay for a modification of the document upload system he’d created. She said that some stations are already using it. She said that the National Educational Telecommunications Association (NETA) had been using Doculink but she didn’t want to have to pay to use that system so she, the National Business Manager, Jon Almeleh and Otis Maclay are talking to each other about what is needed for Pacifica’s own, in-house document upload and storage system. She said that they’re still talking about how to modify it for each division and then they can upload invoices, etc. which will help with the audit. She said that it would also be used to keep track of FCC compliance and have a central place for motions that have been passed and for HR documentation.

The committee discussed the need for the coding of revenue and expense items to be correct.

In answer to a question the Executive Director said that she was already working on the financials for the first quarter of FY23, and that one division was behind on inputting the data. She said that the National Business Manager was already working with them.

The Executive Director told the committee that no more payments had been made to NETA and that they were still cooperating with Pacifica.

Adjourn to Executive Session 9:07 PM (ET)

Adjourned 9:07 PM (ET)

Submitted by R. Paul Martin, Secretary.