



**Annual EEO Public File Report Form  
WKHQ, WLXT, WMBN, WMKT**

**Annual EEO Public File Report**

The purpose of this EEO Public File Report (“Report”) is to comply with Section 73.2080(c)(6) of the FCC’s 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of the following stations: WKHQ, WLXT, WMBN, WMKT, and Charlevoix/Petoskey and is required to be placed in the public inspection files of these station and posted on their websites, if they have websites.

The information contained in this Report covers the time period beginning January 1, 2004 to and including June 1, 2004 (the “Applicable Period”).

The FCC’s 2002 EEO Rules requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the Station(s) comprising the Station Employment Unit during the Applicable Period;
2. For each such vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080(c)(1)(ii) of the new EEO Rule, which should be separately identified), identified by name, address, contact person, and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviews for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Sections 73.2080(c)(2) of the FCC rules.

Appendices 1, 2, and 3 which follow have been designed, in the aggregate, to provide the required information. Please note that the numbers listed on Appendix 2 under the column entitled “Full-time Positions for Which This Source Was Utilized” refer to the number of the full-time jobs listed on Appendix 1.

For purposes of this Report, a vacancy was deemed “filled” not when the offer was extended but when the hiree accepted the job offer. A person was deemed “interviewed” whether he or she was interviewed in person, over the phone or by e-mail.



**Appendix 1 to Annual EEO Public File Report**

Covering the Period from January 1, 2004 to June 1, 2004

Station(s) Comprising Station Employment Unit: WKHQ, WLXT, WMBN, WMKT

Section 1: Vacancy Information

	Full-time Positions Filled by Job Title	Recruitment Source of Hiree	Total Number of Interviewees from All Sources for This Position
1	Mark Hansell Dir. Of Programming for MacDonald Garber	Referral	Special Hire
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			

Total Number of Persons Interviewed During the Applicable Period: \_\_\_\_\_



**Appendix 2 to Annual EEO Public File Report Form**

Covering the period from January 1, 2004 to June 1, 2004

Station(s) Comprising Station Employment Unit: WKHQ, WLXT, WMBN, WMKT

Section 2: Recruitment Source Information

	Recruitment Source (Name, Address, Telephone Number, Contact Person)	Total Number of Interviewees This Source has Provided During this Period (If Any)	Full-time Positions for Which this Source was Utilized
A	No Activity		
B			
C			
D			
E			
F			
G			
H			
I			
J			
K			
L			
M			

*\*Indicates sources that have requested notification of job openings.*



### **Appendix 3 to Annual EEO Public File Report Form**

Covering the Period from January 1, 2004 to June 1, 2004

Station(s) Comprising Station Employment Unit: WKHQ, WLXT, WMBN, WMKT

Section 3: Supplemental (Non-Vacancy Specific) Recruitment Activities Undertaken by  
WKHQ, WLXT, WMBN, WMKT

Description of the Activities:

#### **Michigan State University Career Fair February 20, 2004**

Ron Pritchard, Program Director for 106KHQ represented us at this career fair where Broadcast and Communication students from the college come to search out employment opportunities. We made available information about various positions that might be available at some time in the future to nearly 50 students and also handed out applications and collected 12 Resumes.

#### **MAB Career Fair Lansing Michigan March 8, 2004**

Phill Orth VP/GM and Irene Bielenberg Comptroller/Office Manager of MacDonald Garber Broadcasting represented the stations at this career event. We talked with students and interested parties about our operations and the type of positions that we may have available at some point in the future. We distributed applications when asked for and collected resumes from 6 interested individuals.



### **EEO Job Notification Resource List**

MacDonald Garber Broadcasting contacts all or some of the following organizations whenever it seeks to hire new, full-time employees. In addition it notifies all current employees of any new, full-time job openings that they may want to apply for. Organizations can request to be added to this notification list by contacting Irene Bielenberg at (231)347-8713 or by email at [jobs@106khq.com](mailto:jobs@106khq.com). MacDonald Garber Broadcasting is an Equal Opportunity Employer and encourages women and minorities to apply for positions/

#### **Traverse City Record Eagle**

120 West Front Street, TC, Michigan 49684  
P.O. Box 632, Traverse City, Michigan 49685  
Phone: (231) 946-2653  
Toll-free 1-800-968-8273  
Fax: (231) 946-8273  
[classifieds@record-eagle.com](mailto:classifieds@record-eagle.com)

#### **Petoskey News-Review**

P.O. Box 528  
Petoskey, MI 49770  
(231) 347-2544  
General fax line (231) 347-6833  
[sgibson@petoskeynews.com](mailto:sgibson@petoskeynews.com)

#### **Cadillac News**

130 N. Mitchell St.,  
P.O. Box 640,  
Cadillac, Michigan 49601-0640  
Phone: 231-775-6565  
Fax: 231-775-8790  
[classifieds@cadillacnews.com](mailto:classifieds@cadillacnews.com)

#### **Specs Howard Broadcasting School**

19900 West 9 Mile Road  
Southfield, Michigan 48075  
248-358-9000  
Fax 248-746-9772  
Kathy McIntyre  
[kmcintyre@specshoward.edu](mailto:kmcintyre@specshoward.edu)

#### **Michiguide.com**

P.O. Box 99392  
Troy, Michigan 48099-9392  
248-433-4530  
[michiguide@hotmail.com](mailto:michiguide@hotmail.com)

#### **Radio & Records, Inc.**

10100 Santa Monica Blvd. Third Floor  
Los Angeles, CA 90067-4004  
Tel 310-553-4330  
Fax 310-203-9763  
[tnovia@rronline.com](mailto:tnovia@rronline.com)

#### **All Access Music Group**

28955 Pacific Coast Highway  
Suite 210-5  
Malibu, California 90265  
310-457-6616  
Fax 310-457-8058  
[www.allaccess.com](http://www.allaccess.com)

#### **Michigan Association of Broadcasters**

819 North Washington Ave  
Lansing, MI 48906  
1-800-968-7622 or (517) 484-7444  
Fax (517) 484-5810  
[mab@michmab.com](mailto:mab@michmab.com)

#### **Alpena Community College**

666 Johnson St.  
Alpena, MI 49707  
Phone: (989)358-7234  
Fax: (989)358-7554  
Frank McCourt  
Career Services

#### **Bay Mills Community College**

12214 West Lakeshore Dr  
Brimley, MI 49715  
Phone: (800)844-2622

**American Women in Radio & Television**

965 Century SW  
Grand Rapids, MI 49503  
Phone: (616)247-3600  
Fax: (616)247-1169  
Suzin Vandercook Claver  
vandercook.suzin@broadband.att.com

**Central Michigan University**

340 Moore Hall  
Mount Pleasant, MI 48859  
Phone: (989)774-3851  
(989)774-2426  
Joan McDonald  
Broadcast & Cinematic Arts Dept  
macdon1jk@cmich.edu

**Central Michigan University**

101 Forest Hall  
Mount Pleasant, MI 48859  
Kathy Jussila  
Career Services

**Lake Superior Community Partnership**

501 South Front St  
Marquette, MI 49855  
Phone: (906)226-6591  
Fax: (906)226-2099  
Amy Clickner  
mqinfo@marquette.org

**Michigan Department of Career Development**

1048 Pierport Suite1  
Lansing, MI 48913  
Phone: (866)694-6257  
Fax: (517)335-0833  
Jody Valley  
valleyj@michigan.gov

**Michigan State University**

6 Student Services Building  
East Lansing, MI 48825  
Phone: (517)335-9510  
Fax: (517)353-2597  
Naomi Lilly  
Career Development  
lillyna@csp.msu.edu

**Michigan State University**

409 Communication Arts Building  
East Lansing, MI 48825  
Phone: (517)355-8372  
Fax: (517)355-1292  
Gary Reid  
Department of Telecommunication  
reidg@msu.edu

**Michigan Works-Emmet County**

2225 Summit Park Dr  
Petoskey, MI 49770  
Phone: (231)347-5150  
Fax: (231)348-4454

**Michigan Works-Grand Traverse County**

1209-C South Garfield Rd.  
Traverse City, MI 49686  
Phone: (800)442-1074  
Fax: (231-922-3737

**Michigan Works-Otsego County**

111 South Michigan  
PO Box 1220  
Gaylord, MI 49734  
Phone: (989)732-3886  
Fax: (989)732-6023

**Michigan Works-Wexford County**

1909 North Mitchell St  
Cadillac, MI 49601  
Phone: (231)775-3408  
Fax: (231)775-1584

**Northern Michigan University**

1401 Presque Isle, 1102 University Center  
Marquette, MI 49855  
Phone: (906)227-2800  
Fax: (906)227-2807  
Karry Mohr  
Job Search Center  
kmohr@nmu.edu

**Northwestern Michigan College**

1701 East Front St  
Traverse City, MI 49686  
Phone: (231)922-1091  
WNMC-FM

**University of Michigan**

105 South State St, 220 Frieze  
Ann Arbor, MI 48109  
Phone: (734)647-9723  
Fax: (734)764-3288  
LaVerne Cotham  
Department of Communications Studies  
cothaml@umich.edu

**University of Michigan**

3200 Student Activities Building  
Ann Arbor, MI 48109  
Phone: (734)764-7460  
Fax: (734)763-9268  
Career Services

**Ferris State University**

1201 South State St, CSS 101  
Big Rapids, MI 49307-2747  
Phone: (231)591-2683  
Kristi Williams  
kristi\_williams@ferris.edu

**Baker College**

Phone: (231)876-3104  
Fax: (231)775-8505  
Jackie Soltman