

May 5, 2022

VIA UPLOAD TO PUBLIC INSPECTION FILES

Elizabeth E. Goldin
Assistant Chief, Investigations & Hearings Division
Enforcement Bureau
Federal Communications Commission
45 L Street NE
Washington, DC 20554

**RE: Station WKRL-FM, North Syracuse, New York (Facility ID No. 54547)
Response to FCC EEO Audit Letter Dated March 21, 2022**

Dear Ms. Goldin:

Galaxy Syracuse Licensee LLC (“Galaxy”), licensee of station WKRL-FM, North Syracuse, New York (Facility ID No. 54547), hereby responds to the letter dated March 21, 2022 (the “EEO Audit Letter”) from the Enforcement Bureau. As requested in the EEO Audit Letter, Galaxy is providing responsive information for the applicable Employment Unit.¹

In preparing this response, Galaxy has relied upon an examination of the Employment Unit’s files and records, and due inquiry of current employees who are knowledgeable of employment-related issues at the Employment Unit. The responses below correspond to the paragraphs as set forth in the EEO Audit Letter.

Paragraph 2(b)(i):

Attachment A hereto contains copies of the Employment Unit’s two most recent EEO public file reports.²

¹ The Employment Unit consists of the following stations, in addition to WKRL: WKRH(FM), Minetto, NY; WTKW(FM), Bridgeport, NY; WTKV(FM), Oswego, NY; WTLA(AM), North Syracuse, NY; WSGO(AM), Oswego, NY; WZUN(AM), Sandy Creek, NY; and WZUN-FM, Phoenix, NY.

² The 2021-22 report has been amended.

Paragraph 2(b)(ii):

The current EEO public file report is available on the websites of the Stations. Those websites are:

Call Sign	Website URL
WKRL	https://krock.com/
WKRH	http://krock.com/
WTKW	https://tk99.net/
WTKV	https://tk99.net/
WTLA	https://www.espnysyracuse.com/
WSGO	https://www.espnysyracuse.com/
WZUN	https://sunnysyracuse.com/
WZUN-FM	https://sunnysyracuse.com/

Paragraph 2(b)(iii):

The date of employment of each full-time hire listed in the two attached EEO public file reports is as follows:

2020-2021 EEO Public File Report (January 23, 2020 – January 22, 2021)
No hires.

2021-2022 EEO Public File Report (January 23, 2021 – January 22, 2022)		
#	Vacancy	Hire Date
1	Digital Specialist 1	4/19/21
2	Sales Executive 1	2/10/21
3	Digital Specialist 2	8/9/21
4	Sales Executive 3	9/22/21
5	Sales Executive 2	11/1/21
6	Digital Strategist/Graphic Designer	11/29/21
7	Videographer	6/14/21

Attachment B hereto contains copies of job postings and communications announcing the full-time job vacancies filled during the reporting periods.

Paragraph 2(b)(iv)

The total number of interviewees for each vacancy and the referral source for each interviewee for all full-time vacancies filled during the period covered by the EEO public file reports submitted with this response are as follows:

2020-2021 EEO Public File Report (January 23, 2020 – January 22, 2021)	
Not applicable - no hires.	

2021-2022 EEO Public File Report January 23, 2021 – January 23, 2022			
#	Vacancy	Total No. of Interviewees	Referral Source for Each Interviewee
1	Digital Specialist 1	3	Indeed.com: 3
2	Sales Executive 1	4	Indeed.com: 3 Employee Referral: 1
3	Digital Specialist 2	3	Galaxy Website: 1 Indeed.com: 2
4	Sales Executive 2	1	Employee Referral: 1
5	Sales Executive 3	4	Employee Referral: 1 Galaxy Website: 1 Indeed.com: 2
6	Digital Strategist/Graphic Designer	2	On-air recruitment: 1 Facebook: 1
7	Videographer	1	Employee Referral: 1

Paragraph 2(b)(v)

Documentation demonstrating performance of the recruitment initiatives listed in the EEO public file reports submitted with this response is attached as Attachment C. Personnel involved in these

Elizabeth E. Goldin
May 5, 2022

recruitment initiatives are noted. As of the date of this response, the Employment Unit employs 32 full-time employees. The station is located in a metropolitan area as defined by the Office of Management and Budget with more than 250,000 persons. The Employment Unit is required to perform four initiatives within each two-year period.

Paragraph 2(b)(vi)

There have been no complaints involving the Stations filed during their current license term, before any body having competent jurisdiction under Federal, State, territorial or local law, alleging unlawful discrimination in the employment practices of the Stations or the Employment Unit on the basis of race, color, religion, national origin, or sex.

Paragraph 2(b)(vii)

The management of the Employment Unit works to facilitate effective implementation and enforcement of its equal opportunity and nondiscrimination policies. The Chief Executive Officer, Chief Financial Officer and Chief Operating Officer of Galaxy Media Partners, LLC share ultimate responsibility for ensuring that the Employment Unit's EEO policies are followed. These officers work to see that the EEO policies are implemented effectively and, in conjunction with the department heads, that the necessary paperwork is completed for each full-time job vacancy. The Office Manager and Brand Managers are also responsible for seeing that the Employment Unit complies with the EEO policies in its day-to-day operations; this is done through meeting requests, email, internal memos, and radio announcements. Management personnel are available to address employee concerns regarding the Employment Unit's EEO policies.

Pursuant to 47 C.F.R. § 73.2080(b), the Employment Unit uses a variety of methods to inform both current employees and job applicants of its EEO policies. Current employees are informed of the Employment Unit's EEO policies in an employee handbook that each employee receives at the time of hire. In the section entitled "Equal Employment Opportunity," the handbook explains that:

Galaxy Media Partners, LLC is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, creed, color, religion, alienage or national origin, ancestry, citizenship status, age, disability or handicap, sex, marital status, veteran status, sexual orientation, genetic information, arrest record, or any other characteristic protected by applicable federal, state or local laws. Our management team is dedicated to this policy with respect to recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, employee activities and general treatment during employment.

Galaxy has adopted a policy of zero-tolerance with respect to unlawful employee harassment. In this regard, Galaxy expressly prohibits any form of unlawful employee harassment based on race, color, religion, sex, national origin, age, disability, status as a Vietnam-era or special disabled veteran, or status in any group protected by state or local law. Improper interference with the ability of Galaxy's employees to perform their expected job duties is not tolerated.

Elizabeth E. Goldin
May 5, 2022

The Employment Unit informs job applicants of its EEO policies by including a description of its EEO and nondiscrimination policies on applications for employment. The application informs applicants that:

Galaxy Media Partners, LLC is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, national origin, the presence of mental, physical, or sensory disability, sexual orientation, or any other basis prohibited by federal and state law.

In addition, Galaxy complies with applicable state and local laws governing nondiscrimination in employment in every location in which Galaxy has facilities. This policy applies to all terms and conditions of employment including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Lastly, EEO rights are clearly posted in a public area within the office for reference by managers, employees, independent contractors, clients and others with access to the stations' office.

Paragraph 2(b)(viii-ix)

The Employment Unit conducts ongoing evaluations of its EEO recruitment program, pursuant to 47 C.F.R. § 73.2080(c)(3), in an effort to ensure its efforts achieve broad outreach to potential applicants. Upper-level management performs such analyses. In order to improve the pool of applicants for vacancies at the Employment Unit, in addition to distributing notice of vacancies to the organizations listed on its recruitment source list, the Employment Unit recruits at job fairs (as health and safety conditions permit). Additionally, through participation in job fairs, career days, and other activities (as health and safety conditions permit), personnel from the Employment Unit interact with personnel from local organizations and potential recruitment sources in the community.

The Employment Unit regularly analyzes the effectiveness of its EEO practices and policies (including examination of pay, benefits, seniority practices, promotions, and selection techniques and tests) in an effort to ensure they provide equal opportunity and do not have a discriminatory effect, as required by 47 C.F.R. § 73.2080(c)(4). Galaxy officers examine employee pay rates, fringe benefits, seniority practices, and promotions to determine whether all employees were treated equally. The Employment Unit's employees are offered identical benefits, including insurance and paid leave. The Employment Unit makes all promotion decisions based on the skills, ability and experience of the applicant – race, color, religion, national origin, and sex are not considered.

The Employment Unit has not entered into an agreement with any union.

Paragraph 2(b)(x)

Not applicable. The licensee is not a religious broadcaster.

Exhibit A

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period JANUARY 23, 2020 to JANUARY 22, 2021.

1) Employment Unit: GALAXY SYRACUSE LICENSEE LLC

2) Unit Members (Stations and Communities of License): WTKW(FM) – Bridgeport, NY
WTKV(FM) – Oswego, NY
WKRL(FM) - North Syracuse, NY
WKRH(FM) – Minetto, NY
WTLA(AM) – North Syracuse, NY
WSGO(AM) – Oswego, NY
WZUN(AM) – Sandy Creek, NY
WZUN(FM) – Phoenix, NY

3) EEO Contact Information for Employment Unit:

Mailing Address: Galaxy Media Partners 235 Walton Street Syracuse, NY 13202	Telephone Number: 315.472.9111
	Contact Person/Title: Dana Loucks/Chief Financial Officer
	E-mail Address: dloucks@galaxymediapartners.com

4) List all Full-Time Job Vacancies Filled by Each Station in the Employment Unit:

Job Title

Recruitment Source Referring Hiree

The Station Employment Unit had no full-time vacancies during the reporting period.

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM) and WZUN(FM)

are Equal Opportunity Employers.

6) Supplemental Recruitment Initiatives:

A.) Initiative: Internship Program

Galaxy Syracuse Licensee LLC participates in Internship Programs offered by local educational institutions. Interns interact with a variety of personnel and departments, including but not limited to Sales, Promotions, Programming, and Traffic. During the period of January 23, 2020 to January 22, 2021 this employment unit hosted 1 virtual intern from Cayuga Community College which is a local educational institution.

B.) Initiative: Manager Training

Galaxy Syracuse Licensee LLC Managers completed EEO Training courses at HRClassroom.com to stay current with methods of ensuring equal employment opportunity and preventing discrimination. Completed courses include Discrimination and Harassment Prevention Training, Diversity: Awareness to Action, Email and Internet Use Training, Ergonomics in the Office, Age Bias Prevention, Workplace Violence, Understanding the Workplace Hazard Standard, Respect in the Workplace, Code of Business Conduct & Ethics, Sexual Harassment Prevention Training for the State of New York Employees, Fair Labor Standards Act (FLSA) Training, Creating and Using Emergency Action Plans, Code of Business Conduct and Ethics (State and Local Government Version, Termination of Employees Training, Performance Management – A Balanced Scorecard Approach, Pandemic Influenza Awareness, Interviewing and Hiring Training, Discipline of Employees Training and Age Discrimination and Harassment Prevention Training for Supervisors. All of these courses were completed between January 4, 2020 to January 20, 2021. The entire Galaxy staff FT and PT completed the mandatory Sexual Harassment Training through HR Classroom.

C.) Initiative: Manager Training

Personnel from Galaxy Syracuse’s human resource department reviewed the FCC’s EEO FAQ (“FAQs About Equal Employment Opportunity Rules”) at <https://www.fcc.gov/general/eo-frequently-asked-questions>. The FAQ provides a wide-ranging guide to the FCC’s EEO rules and policies.

D.) Initiative: EEO Outreach

Stations in the employment unit aired announcements encouraging women, minority, educational, and other employment outreach centers in the community to contact the radio stations to be added to our list of job postings.

WKRL	53	15-second announcements
WTKW	53	15-second announcements
WTLA (AM)	58	15-second announcements
WZUN	52	15-second announcements

E.) Initiative: Participation in Job Fairs

Attendance at Job Fair: On March 4, 2020, the employment unit participated in the SUNY Oswego Career Fair at the SUNY Oswego Campus. Employees met with students to answer questions and accept resumes for employment and internships.

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM) and WZUN(FM)

are Equal Opportunity Employers.

F.) Initiative: Internet Program

Galaxy Syracuse Licensee LLC uses its stations' websites and corporate website to provide general information about its job vacancies including what skills and qualifications are needed to fill specific positions

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM) and WZUN(FM)

are Equal Opportunity Employers.

EEO PUBLIC FILE REPORT - AMENDED

This Report covers full-time vacancy recruitment data for the period JANUARY 23, 2021 to JANUARY 22, 2022.

1) Employment Unit: GALAXY SYRACUSE LICENSEE LLC

- 2) Unit Members (Stations and Communities of License):** WTKW(FM) – Bridgeport, NY
WTKV(FM) – Oswego, NY
WKRL(FM) - North Syracuse, NY
WKRH(FM) – Minetto, NY
WTLA(AM) – North Syracuse, NY
WSGO(AM) – Oswego, NY
WZUN(AM) – Sandy Creek, NY
WZUN(FM) – Phoenix, NY

3) EEO Contact Information for Employment Unit:

Mailing Address: Galaxy Media Partners 235 Walton Street Syracuse, NY 13202	Telephone Number: 315.472.9111
	Contact Person/Title: Dana Loucks/Chief Financial Officer
	E-mail Address: dloucks@galaxymediapartners.com

4) List all Full-Time Job Vacancies Filled by Each Station in the Employment Unit:

<u>Job Title</u>	<u>Recruitment Source Referring Hiree</u>
1.) Digital Specialist 1	Indeed
2.) Sales Executive 1	Employee Referral
3.) Digital Specialist 2	Galaxymediapartners.com
4.) Sales Executive 2	Employee Referral
5.) Sales Executive 3	Employee Referral
6.) Digital Strategist / Graphic Designer	On-Air Recruitment
7.) Videographer	Employee Referral

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM) and WZUN(FM)

are Equal Opportunity Employers.

5) Recruitment Sources by Vacancy

Job Title: Digital Specialist 1

Referral Source of Hiree: Indeed

Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	6433 Champion Grandview Way, Bldg 1, Austin, TX 78750	203-328-2691	3	No
Galaxymediapartners.com	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Facebook	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
On-Air Recruitment (careers@galaxymediapartners.com)	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Employee Referral	Nick Maine	NA	N/A	0	No

Job Title: Sales Executive 1

Referral Source of Hiree: Employee Referral

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	6433 Champion Grandview Way, Bldg 1, Austin, TX 78750	203-328-2691	3	No
Galaxymediapartners.com	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Facebook	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
On-Air Recruitment (careers@galaxymediapartners.com)	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Employee Referral	Nick Maine	NA	N/A	1	No

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM) and WZUN(FM)

are Equal Opportunity Employers.

Job Title: Digital Specialist 2**Referral Source of Hiree: Galaxymediapartners.com**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	6433 Champion Grandview Way, Bldg 1, Austin, TX 78750	203-328-2691	2	No
Galaxymediapartners.com	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	1	No
Facebook	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
On-Air Recruitment (careers@galaxymediapartners.com)	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Employee Referral	Nick Maine	NA	N/A	0	No

Job Title: Sales Executive 2**Referral Source of Hiree: Employee Referral**

Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	6433 Champion Grandview Way, Bldg 1, Austin, TX 78750	203-328-2691	0	No
Galaxymediapartners.com	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Facebook	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
On-Air Recruitment (careers@galaxymediapartners.com)	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Employee Referral	Nick Maine	NA	N/A	1	No

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM) and WZUN(FM)

are Equal Opportunity Employers.

Job Title: Sales Executive 3**Referral Source of Hire: Employee Referral**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	6433 Champion Grandview Way, Bldg 1, Austin, TX 78750	203-328-2691	2	No
Galaxymediapartners.com	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	1	No
Facebook	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
On-Air Recruitment (careers@galaxymediapartners.com)	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Employee Referral	Nick Maine	NA	N/A	1	No

Job Title: Digital Strategist/Graphic Designer**Referral Source of Hire: On-Air Recruitment**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
On-Air Recruitment (careers@galaxymediapartners.com)	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	1	No
Employee Referral	Nick Maine	NA	N/A	0	No

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM) and WZUN(FM)

are Equal Opportunity Employers.

Job Title: Videographer**Referral Source of Hire: Employee Referral**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Employee Referral	Nick Maine	NA	N/A	1	No

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM) and WZUN(FM)

are Equal Opportunity Employers.

6) Total # of Interviewees Referred: For the period from January 23, 2021 to January 22, 2022 this Employment Unit interviewed 18 interviewees for full-time job vacancies.

7) Supplemental Recruitment Initiatives:

A.) Initiative: Internship Program

Galaxy Syracuse Licensee LLC participates in Internship Programs with local educational institutions. Interns interact with a variety of personnel and departments, including but not limited to Sales, Promotions, Programming, and Traffic. During the period of January 23, 2021 to January 22, 2022 this employment unit hosted 1 intern from Marist College, 2 interns from Syracuse University, and 1 intern from Morrisville Community College, which all are local educational institutions. Additionally, this employment unit participates in the paid internship program offered by the New York State Broadcasters Association and employed the interns from Marist College and Syracuse University through that program.

B.) Initiative: Manager Training

Galaxy Syracuse Licensee LLC Managers completed EEO Training courses at HRClassroom.com to stay current with methods of ensuring equal employment opportunity and preventing discrimination. Completed courses include, Code of Business Conduct and Ethics, Creating and Using Emergency Action Plans, Discipline of Employees Training, Diversity: Awareness to Action, Ergonomics in the Office, Fair Labor Standards Act (FLSA) Training, Hazard Communications Standard and Modifications by the GHS, Interviewing and Hiring Training, Performance Management – A Balanced Scorecard Approach, Termination of Employees Training, Workplace Violence Prevention Training, Pandemic Influenza, Drug-Free Work and Age Bias Prevention. All of these courses were completed between January 4, 2021 and January 14, 2022. The entire Galaxy staff both FT and PT took mandatory training on Sexual Harassment through HR Classroom in November 2021.

C.) Initiative: EEO Outreach

Stations in the employment unit aired announcements encouraging women, minority, educational, and other employment outreach centers in the community to contact the radio stations to be added to our list of job postings.

WKRL	53	15-second announcements
WTKW	50	15-second announcements
WTLA(AM)	72	15-second announcements
WZUN	50	15-second announcements

D.) Initiative: Hosting of Job Fairs

Hosting of Job Fair: On July 27, 2021, the employment unit hosted the Galaxy Media Partners Career Fair at the CNY Regional Market in Syracuse, NY. The career fair brought together job seekers and local businesses from the greater Syracuse area.

Hosting of Job Fair: On August 24, 2021, the employment unit held the Galaxy Media Partners Career Fair at the CNY Regional Market in Syracuse, NY. The career fair brought together job seekers and local businesses from the greater Syracuse area.

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM) and WZUN(FM)

are Equal Opportunity Employers.

Hosting of Job Fair: On September 21, 2021, the employment unit held the Galaxy Media Partners Career Fair at the CNY Regional Market in Syracuse, NY. The career fair brought together job seekers and local businesses from the greater Syracuse area.

Thirty-five businesses and 170 individuals attended these job fairs that were hosted by Galaxy Media Partners.

E.) Initiative: Participation in Job Fairs

Attendance at Job Fair: On July 27, 2021, the employment unit participated in the Galaxy Media Partners Career Fair at the CNY Regional Market in Syracuse, NY. Management from Sales and Promotions were on site to answer questions and accept resumes for employment and internships, and employees met with students as well.

Attendance at Job Fair: On August 24, 2021, the employment unit participated in the Galaxy Media Partners Career Fair at the CNY Regional Market in Syracuse, NY. Management from Sales and Promotions were on site to answer questions and accept resumes for employment and internships, and employees met with students as well.

Attendance at Job Fair: On September 21, 2021, the employment unit participated in the Galaxy Media Partners Career Fair at the CNY Regional Market in Syracuse, NY. Management from Sales and Promotions were on site to answer questions and accept resumes for employment and internships, and employees met with students as well.

F.) Participation in Events/Activities Hosted by Educational Institutions

Guest Speaker at an Educational Institution: One of our unit's broadcast professionals was a speaker for the New York State Broadcasters Association's college outreach program. He spoke to approximately 19 college students from SUNY Fredonia, SUNY Brockport and Newhouse School at Syracuse University about careers in broadcasting and communications.

G.) Initiative: Internet Program

Galaxy Syracuse Licensee LLC uses its stations' websites and corporate website to provide general information about its job vacancies including what skills and qualifications are needed to fill specific positions

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM) and WZUN(FM)

are Equal Opportunity Employers.

Exhibit B

Syracuse – Job Vacancies Filled

Digital Specialist 1

Digital Specialist 2



Digital Marketing Specialist – Syracuse, NY

Digital Marketing Specialist

Galaxy Media – Utica, NY 13202

[Apply Now](#)

If your New Year's resolution includes finally finding a job you love, we want to talk.

Galaxy Media is looking for a motivated, energetic, social media-obsessed digital marketing pro.

You know you're on your phone all day. Just ask that little screen time report that comes through every week. Why not get paid for it?

Anyone can find goofy TikTok dances to try, but we're looking for someone who really understands the ins and outs of what makes a social media marketing campaign a success.

The ideal candidate sees terms like SEO, PPC, and display media and feels excited, not overwhelmed.

In this role, you'd put digital marketing plans into place for our diverse client base. You'd help our customers shape their brand image and create and maintain a digital marketing campaign that sets them apart from the competition.

The right person for the job should:

- Have a solid understanding of marketing principles
- Be able to deliver strong, creative presentations
- Have a knowledge base in areas of marketing such as SEO, social media, e-mail marketing, PPC, and SEM.
- Know what it takes to plan, create, and implement a marketing strategy
- Understand how to interpret the metrics of digital marketing campaigns
- Be up-to-date on current trends

If this sounds like a fit, e-mail your resume and a cover letter (though it doesn't necessarily have to be a traditional cover letter!) to [Email hidden]

Benefits:

- Birthdays off (and spending money to enjoy the day!)
- All public school holidays off

- Summer half days and Friday flex from home!
- Bring Your Dog to Work days

Position is salaried (including health benefits) at 30-65k based on experience, with possible sign-on bonus!

Job Type: Full-time

Salary: \$30,000.00 - \$65,000.00 per year

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Employee discount
- Flexible schedule
- Health insurance
- Health savings account
- Paid time off
- Vision insurance

Schedule:

- Monday to Friday

Supplemental Pay:

- Signing bonus

Education:

- Associate (Preferred)

Experience:

- Digital marketing: 2 years (Preferred)
- Social Media Management or Digital ad placement: 1 year (Preferred)

Work Location: One location

INTERNSHIP

CLOSE

Galaxy Media is a locally owned and operated radio station cluster in the Syracuse and Utica markets. Galaxy signed on the air with our first radio station in 1990, and today Galaxy owns 13 radio stations. In addition we have other divisions including digital, sports marketing & events! Interning at Galaxy Media is fast paced, where no day is the same! We would love to have you on our team to help you learn about the industry and grow as a part of our community! We like to offer interns the opportunity to customize their internship to focus on what interests them at Galaxy, since we have so many great avenues to learn in!

Programming Department

- Research material for on-air segments
- Utilize skills in audio editing software
- Produce on-air material
- Assist in the execution of station events
- Screen phone calls for on-air broadcasts

Production Department

- Utilize skills in audio editing software
- Produce client related commercials
- Write/produce creative for on-air purposes
- Assist Production Manager in daily tasks

Marketing Department

- Prospect for on-air new clients
- Shadow sales executives
- Create sales pieces in PowerPoint

Events / Promotions Department

- Prospect for event participants
- Prepare materials for upcoming events
- Assist in the execution of events day of
- Event recaps

[If you're interested in doing an internship \(for credits\) please email your resume with the title "INTERNSHIP" to careers@galaxymediapartners.com](mailto:careers@galaxymediapartners.com)

Indeed ✓

Digital Marketing Specialist ✓

Digital Marketing Specialist

Galaxy Media – Syracuse, NY 13202

Apply Now

If your New Year's resolution includes finally finding a job you love, we want to talk.

Galaxy Media is looking for a motivated, energetic, social media-obsessed digital marketing pro.

You know you're on your phone all day. Just ask that little screen time report that comes through every week. Why not get paid for it?

Anyone can find goofy TikTok dances to try, but we're looking for someone who really understands the ins and outs of what makes a social media marketing campaign a success.

The ideal candidate sees terms like SEO, PPC, and display media and feels excited, not overwhelmed.

Recruitment


www.galaxymediapartners.com/careers/

Digital Marketing Specialist

Digital Marketing Specialist



You know you're on your phone all day. Just ask that little screen time report that comes through every week. So why not get paid for it?

We're looking for a motivated, energetic, social media-obsessed digital marketing pro to work out of our Syracuse or Utica offices.

Anyone can find the latest cute puppy videos or viral TikTok dances, but we're looking for someone who really understands the ins and outs of what makes a social media marketing campaign a success.

The ideal person sees terms like SEO, PPC, display media, and gets it.

In this role, you'd put digital marketing plans into place for our diverse client base. You'd help our customers shape their brand image and create and maintain a digital marketing campaign that sets them apart from the competition.

The right person for the job should:

- Have a solid understanding of marketing principles
- Be able to deliver strong, creative presentations
- Have a knowledge base in areas of marketing such as SEO, social media, e-mail marketing, PPC, and SEM.
- Know what it takes to plan, create, and implement a marketing strategy
- Understand how to interpret the metrics of digital marketing campaigns
- Be up-to-date on current trends

Oh, you also probably should have or be willing to obtain a pair of those blue light glasses. Lots of screentime involved in this job! (That's a joke...kind of...)

If this sounds like a fit, e-mail your resume and a cover letter (though it doesn't necessarily have to be a traditional cover letter!) to

Carrie@GalaxyMediaPartners.com

Galaxy Media EEO Statement: It is Galaxy Media's policy to provide equal employment opportunity without regard to race, color, sex, age, disability, religion, national origin, marital status, sexual orientation, ancestry, political belief or activity, or status as a veteran. The policy applies to all areas of employment, including recruitment, hiring, training and development, promotion, transfer, termination, layoff, compensation benefits and all other conditions and privileges of employment in accordance with applicable federal, state, and local laws. It is the policy of Galaxy to comply with all the relevant and applicable provisions of the Americans with Disabilities Act (ADA). Galaxy will not discriminate against any qualified employee or job applicant with respect to any terms, privileges or conditions of employment because of a person's disability. Galaxy also will provide reasonable accommodation wherever necessary for all employees or applicants with disabilities, provided that the individual is otherwise qualified to safely perform the duties and assignments connected with the job.

Employment Type

Full-time

Do you want to banish the Sunday scaries for good with a job you actually look forward to going to? We're glad you found us! That's what we're here for!

We're looking for a motivated, organized, and talented digital/radio marketing pro to work out of our Utica or Syracuse offices. We're all about offering our customers unique, fresh ideas that they won't hear anywhere else. In this role, you'd use our sports, events, radio, and digital products to cultivate a successful marketing campaign for our customers.

If you've got zany, outside-the-box ideas, we're your perfect match. Added bonus: you won't run into a bunch of corporate red tape as you try to bring those ideas to life. No two days are the same here, so this role is definitely not your standard cubicle snooze fest.

Our AEs research and qualify prospects as well as prepare, implement, and track sales and marketing strategies to convert prospects into customers. You're directly in control of how much money you make, and you've got the support behind you to make it happen.

If you're marketing-minded and energetic, we want to hear from you. Please email your resume and any other information (could be a cover letter, but feel free to get creative) that paints a picture about why you'd be a great fit to Carrie@GalaxyMediaPartners.com and NMaine@galaxymediapartners.com.

Galaxy Media Partners is an Equal Opportunity Employer.

Show less ^

Syracuse – Job Vacancies Filled

Sales Executive 1

Sales Executive 2

Account Executive

Account Executive

Galaxy Media – Syracuse, NY 13202

Apply Now

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Job Type: Full-time

Salary: \$35,000.00 - \$80,000.00 per year

Benefits:

- 401(k)
- Dental insurance
- Flexible schedule
- Health insurance
- Paid time off
- Vision insurance

Schedule:

Schedule:

- Monday to Friday

Supplemental Pay:

- Commission pay
- Signing bonus

Ability to commute/relocate:

- Syracuse, NY: Reliably commute or planning to relocate before starting work (Preferred)

Experience:

- Marketing: 2 years (Preferred)

Work Location: One location

- Monday to Friday

Supplemental Pay:

- Commission pay
- Signing bonus

Ability to commute/relocate:

- Syracuse, NY: Reliably commute or planning to relocate before starting work (Preferred)

Experience:

- Marketing: 2 years (Preferred)

Work Location: One location

Syracuse – Job Vacancies Filled

Sales Executive 3

Galaxymediapartners.com

Account Executive

Account Executive

Galaxy Media – Syracuse, NY 13202

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Benefits:

- 401(k)
- Dental insurance
- Flexible schedule
- Health insurance
- Paid time off
- Vision insurance

- Summer half days and Friday flex from home!
- Bring Your Dog to Work days

Position is salaried (including health benefits) at 30-65k based on experience, with possible sign-on bonus!

Job Type: Full-time

Salary: \$30,000.00 - \$65,000.00 per year

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Employee discount
- Flexible schedule
- Health insurance
- Health savings account
- Paid time off
- Vision insurance

Schedule:

- Monday to Friday

Supplemental Pay:

- Signing bonus

Education:

- Associate (Preferred)

Experience:

- Digital marketing: 2 years (Preferred)
- Social Media Management or Digital ad placement: 1 year (Preferred)

Work Location: One location



** See Account Executive ad posted below on September 2021

Search job titles...	Search locations...	sort by:	Order:
		Posting date	Descending
<p>Yankees On Deck Broadcast Radio Host Remote Created: April 5, 2022</p>	<p>68 Active</p>	<p>68 New</p>	<p>0 Contacting</p>
<p>Digital and Media Marketing Executive Utica, NY Created: March 31, 2022</p>	<p>8 Active</p>	<p>4 New</p>	<p>4 Contacting</p>
<p>Digital Marketing Specialist Syracuse, NY Created: January 5, 2022</p>	<p>19 Active</p>	<p>6 New</p>	<p>13 Contacting</p>
<p>🚫 Your job has been paused. Are you still hiring?</p>			
<p>Digital and Media Marketing Executive Syracuse, NY Created: January 5, 2022</p>	<p>15 Active</p>	<p>7 New</p>	<p>8 Contacting</p>
<p>Account Executive Syracuse, NY Created: September 10, 2021</p>	<p>11 Active</p>	<p>10 New</p>	<p>1 Contacting</p>
<p>🚫 Your job has been paused. Are you still hiring?</p>			

100+	To invite	Sponsor this job to see 100+ candidates who match your job description	Job status
0 of 1	Hired	...	Open
0 of 1	Hired	...	Open
0 of 1	Hired	None Sponsor your job to hire faster	Paused
0 of 1	Hired	...	Open
0	To invite	...	Paused
3	To invite	Sponsor this job to see 3 candidates who match your job description	Open
0	To invite	None Sponsor your job to hire faster	Paused

Yes	No
Yes	No
Yes	No

ACCOUNT EXECUTIVE

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Brand Ambassador

BRAND AMBASSADOR

Galaxy Media (K-Rock, TK99, ESPN Radio, Sunny 102 & Mix 102.5), a locally owned & operated broadcasting company - is looking for detail-oriented, outgoing people who enjoy working in a team environment to assist with station events and represent our company in a professional manner. Must be able to work a flexible schedule - some Monday through Friday hours, however, weekends are a must. Our Brand Ambassadors are the face to our radio stations at on-site events like Taste of Syracuse, bar nights, client events & more. Candidates will need to possess a valid driver's license with a good driving record. Ability to lift objects in excess of 25lbs. is required. Great job for college students!

[If you're interested in applying please email your resume with the title "BRAND AMBASSADOR" to \[zfenner@galaxymediapartners.com\]\(mailto:zfenner@galaxymediapartners.com\)](mailto:zfenner@galaxymediapartners.com)

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Work Location: One location

Account Executive

Account Executive

Galaxy Media – Syracuse, NY 13202

[Apply Now](#)

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If you're marketing-minded and energetic, we want to hear from you!

Job Type: Full-time

Salary: \$35,000.00 - \$80,000.00 per year

Benefits:

- 401(k)
- Dental insurance
- Flexible schedule
- Health insurance
- Paid time off
- Vision insurance

Schedule:

- Monday to Friday

Supplemental Pay:

- Commission pay
- Signing bonus

Ability to commute/relocate:

- Syracuse, NY: Reliably commute or planning to relocate before starting work (Preferred)

Experience:

- Marketing: 2 years (Preferred)

Work Location: One location

Facebook Ads

<https://www.facebook.com/jobs/job-opening/284595653701>



Account Executive

Galaxy Media Partners · Syracuse, NY

Closed · Closed 1 year ago · \$165.80 spent · 0 views

[Settings](#)

Facebook

[View applicants](#)

F

description

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looking for a motivated, organized, and talented digital/radio marketing pro to work out of our Utica or Syracuse offices. We're all offering our customers unique, fresh ideas that they won't hear here else. In this role, you'd use our sports, events, radio, and digital ads to cultivate a successful marketing campaign for our customers.

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Employment Type
Full-time

5

Applicants

0

Views

\$165.80

Spent

\$28.00 daily budget

\$183.00 total budget

Billing information

Payment method

Purchase history

Questions? Contact Su



Syracuse – Job Vacancies Filled

Digital Strategist / Graphic Designer

Graphic Designer

Our graphic designer is responsible for conceptualizing and creating visual elements for on-air programming, station events, and client partnerships. The right person for this job will be able to take a rough idea and bring to life an impactful visual element based on these ideas. They should be able to test graphics across various media and should create pieces that look great both online and in print. This person will be able to create illustrations, logos, layouts, and more. Their work should be eye-catching and easy to understand. They should be open and receptive to feedback and need to be able to work with tight deadlines in mind. A degree in Design or Fine Arts is a plus but isn't required. This person reports to Ed Levine, Carrie Wojtaszek, and Nick Maine.



Syracuse – Job Vacancies Filled

Videographer

Videographer

As the Galaxy Media digital footprint continues to grow, we're looking for a videographer to assist in creating original content both on our station platforms and for our clients. The right person for this role will have a sharp eye, the technical skills necessary to create an excellent final product, and the ability to interface with our on-air talent, account executives, and clients.

This person will be tasked with transporting and setting up production equipment, operating all equipment, creating and assisting in the execution of ideas, and editing. They should be able to concept, storyboard, produce, and edit video content for both the web and social media in a timely manner. Their ideas should be creative and original, while still appropriate and respectful of our clients' needs and wishes. They should be well-versed in relevant programs, including Adobe Creative Suite, PremierePro, AfterEffects, Audition, and others. They will stay up-to-date on industry trends and adapt their techniques accordingly. This person reports to Ed Levine, Nick Maine, and Carrie Wojtaszek.

CONTRACT



Galaxy Media Partners
 235 Walton Street
 Syracuse, NY 13202
 (315) 472-9111

www.thesunnyspot.com

And:

House
House Account Do Not Mail
 n/a, N/A na

<u>Contract / Revision</u> 71532 /		<u>Alt Order #</u>
<u>Product</u> Recruit Website		
<u>Contract Dates</u> 06/10/21 - 01/02/22		<u>Estimate #</u>
<u>Advertiser</u> House		<u>Original Date / Revision</u> 06/08/21 / 12/22/21
<u>Billing Cycle</u> EOM/EOC	<u>Billing Calendar</u> Broadcast	<u>Cash/Trade</u> Cash
<u>Property</u> WZUN-FM	<u>Account Executive</u> Carrie Wojtaszek	<u>Sales Office</u> Syracuse/Utica
<u>Special Handling</u> NO Invoice Sent		
<u>Demographic</u> Households		
<u>Agency Code</u>	<u>Advertiser Code</u>	<u>Product 1/2</u>
<u>Agency Ref</u>		<u>Advertiser Ref</u>

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
N 1	WZUN	06/10/21	01/02/22	M-Su 6a-12a	6a-12a		:15			NM	880	\$0.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		06/07/21	06/13/21	---TFSS				30	\$0.00			
Week:		06/14/21	06/20/21	MTWTFSS				30	\$0.00			
Week:		06/21/21	06/27/21	MTWTFSS				30	\$0.00			
Week:		06/28/21	07/04/21	MTWTFSS				30	\$0.00			
Week:		07/05/21	07/11/21	MTWTFSS				30	\$0.00			
Week:		07/12/21	07/18/21	MTWTFSS				30	\$0.00			
Week:		07/19/21	07/25/21	MTWTFSS				30	\$0.00			
Week:		07/26/21	08/01/21	MTWTFSS				30	\$0.00			
Week:		08/02/21	08/08/21	MTWTFSS				30	\$0.00			
Week:		08/09/21	08/15/21	MTWTFSS				30	\$0.00			
Week:		08/16/21	08/22/21	MTWTFSS				30	\$0.00			
Week:		08/23/21	08/29/21	MTWTFSS				30	\$0.00			
Week:		08/30/21	09/05/21	MTWTFSS				30	\$0.00			
Week:		09/06/21	09/12/21	MTWTFSS				30	\$0.00			
Week:		09/13/21	09/19/21	MTWTFSS				30	\$0.00			
Week:		09/20/21	09/26/21	MTWTFSS				30	\$0.00			
Week:		09/27/21	10/03/21	MTWTFSS				30	\$0.00			
Week:		10/04/21	10/10/21	MTWTFSS				30	\$0.00			
Week:		10/11/21	10/17/21	MTWTFSS				30	\$0.00			
Week:		10/18/21	10/24/21	MTWTFSS				30	\$0.00			
Week:		10/25/21	10/31/21	MTWTFSS				30	\$0.00			
Week:		11/01/21	11/07/21	MTWTFSS				30	\$0.00			
Week:		11/08/21	11/14/21	MTWTFSS				30	\$0.00			
Week:		11/15/21	11/21/21	MTWTFSS				30	\$0.00			
Week:		11/22/21	11/28/21	MTWTFSS				30	\$0.00			
Week:		11/29/21	12/05/21	MTWTFSS				30	\$0.00			
Week:		12/06/21	12/12/21	MTWTFSS				30	\$0.00			
Week:		12/13/21	12/19/21	MTWTFSS				30	\$0.00			
Week:		12/20/21	12/26/21	MTWTFSS				30	\$0.00			
Week:		12/27/21	01/02/22	MTWTFSS				30	\$0.00			
Totals											880	\$0.00

(* Line Transactions: N = New, E = Edited, D = Deleted)

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 235 Walton Street
 Syracuse, NY 13202
 (315) 472-9111

www.thesunnyspot.com

<u>Contract / Revision</u>	<u>Alt Order #</u>
71532 /	

<u>Contract Dates</u>	<u>Product</u>	<u>Estimate #</u>
06/10/21 - 01/02/22	Recruit Website	

<u>Advertiser</u>	<u>Original Date / Revision</u>
House	06/08/21 / 12/22/21

Time Period	# of Spots	Gross Amount	Net Amount
05/31/21 -06/27/21	90	\$0.00	\$0.00
06/28/21 -07/25/21	120	\$0.00	\$0.00
07/26/21 -08/29/21	148	\$0.00	\$0.00
08/30/21 -09/26/21	116	\$0.00	\$0.00
09/27/21 -10/31/21	147	\$0.00	\$0.00
11/01/21 -11/28/21	120	\$0.00	\$0.00
11/29/21 -12/26/21	109	\$0.00	\$0.00
12/27/21 -01/02/22	30	\$0.00	\$0.00
Totals	880	\$0.00	\$0.00

Signature: _____ **Date:** _____

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And:

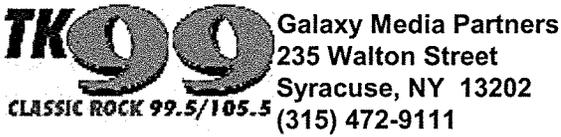
House
House Account Do Not Mail
 n/a, N/A na

<u>Contract / Revision</u> 71527 /		<u>Alt Order #</u>
<u>Product</u> Recruit Website		
<u>Contract Dates</u> 06/10/21 - 01/02/22		<u>Estimate #</u>
<u>Advertiser</u> House		<u>Original Date / Revision</u> 06/08/21 / 11/29/21
<u>Billing Cycle</u> EOM/EOC	<u>Billing Calendar</u> Broadcast	<u>Cash/Trade</u> Cash
<u>Property</u> WTKW-FM	<u>Account Executive</u> Carrie Wojtaszek	<u>Sales Office</u> Syracuse/Utica
<u>Special Handling</u> NO Invoice Sent		
<u>Demographic</u> Households		
<u>Agency Code</u>	<u>Advertiser Code</u>	<u>Product 1/2</u>
<u>Agency Ref</u>	<u>Advertiser Ref</u>	

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N 1	WTKW	06/10/21	01/02/22	M-Su 6a-12a	6a-12a		:15			NM	885	\$0.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		06/07/21	06/13/21	---TFSS				30	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	902	WTKW	06/14/21-06/20/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.7 06/10								
	904	WTKW	06/14/21-06/20/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.6 06/13								
	905	WTKW	06/14/21-06/20/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.24 06/13								
	906	WTKW	06/14/21-06/20/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.23 06/13								
	909	WTKW	06/14/21-06/20/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.5 06/10								
	910	WTKW	06/14/21-06/20/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.26 06/13								
	911	WTKW	06/14/21-06/20/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.22 06/13								
	912	WTKW	06/14/21-06/20/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.27 06/13								
	913	WTKW	06/14/21-06/20/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.2 06/10								
	914	WTKW	06/21/21-06/27/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.907 06/17								
	916	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.901 06/20								
	919	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.908 06/20								
	920	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	----ThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.903 06/20								
Week:		06/14/21	06/20/21	MTWTFSS				30	\$0.00			

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<u>Contract / Revision</u> 71527 /	<u>Alt Order #</u>
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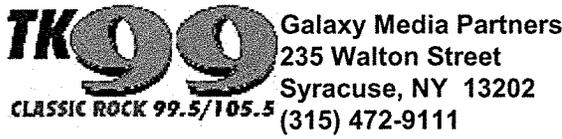
<u>Contract Dates</u> 06/10/21 - 01/02/22	<u>Product</u> Recruit Website	<u>Estimate #</u>
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<u>Advertiser</u> House	<u>Original Date / Revision</u> 06/08/21 / 11/29/21
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*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	915	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.48 06/20								
	917	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.51 06/20								
	918	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.36 06/15								
	921	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.54 06/20								
	922	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.33 06/20								
	923	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.43 06/20								
	925	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.47 06/18								
	926	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.45 06/20								
	927	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.49 06/18								
	933	WTKW	07/05/21-07/11/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.924 06/29								
	Week:	06/21/21	06/27/21	MTWTFSS				30	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	928	WTKW	06/28/21-07/04/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.90 06/22								
	929	WTKW	07/05/21-07/11/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.84 06/27								
	931	WTKW	07/05/21-07/11/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.82 06/27								
	932	WTKW	07/05/21-07/11/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.79 06/27								
	939	WTKW	07/26/21-08/01/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.930 07/10								
	Week:	06/28/21	07/04/21	MTWTFSS				30	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	934	WTKW	07/05/21-07/11/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.96 06/29								
	935	WTKW	07/05/21-07/11/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.95 06/29								
	936	WTKW	07/05/21-07/11/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.94 06/29								
	Week:	07/05/21	07/11/21	MTWTFSS				30	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	937	WTKW	07/26/21-08/01/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.146 07/11								
	938	WTKW	07/26/21-08/01/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.140 07/10								
	940	WTKW	07/26/21-08/01/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.147 07/11								
	941	WTKW	07/26/21-08/01/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				MG for 1.148 07/11								
	Week:	07/12/21	07/18/21	MTWTFSS				30	\$0.00			
	Week:	07/19/21	07/25/21	MTWTFSS				30	\$0.00			

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Contract / Revision	Alt Order #
71527 /	

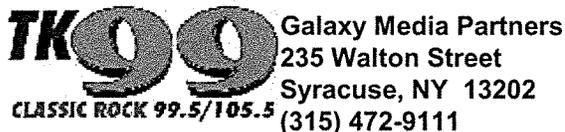
Contract Dates	Product	Estimate #
06/10/21 - 01/02/22	Recruit Website	

Advertiser	Original Date / Revision
House	06/08/21 / 11/29/21

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	942	WTKW	08/02/21-08/08/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.186 07/20								
	943	WTKW	08/02/21-08/08/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.189 07/21								
	944	WTKW	08/02/21-08/08/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.198 07/23								
	945	WTKW	08/02/21-08/08/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.210 07/21								
	946	WTKW	08/02/21-08/08/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.190 07/21								
	Week:	07/26/21	08/01/21	MTWTFSS				30	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	947	WTKW	08/02/21-08/08/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.228 07/30								
	Week:	08/02/21	08/08/21	MTWTFSS				30	\$0.00			
	Week:	08/09/21	08/15/21	MTWTFSS				30	\$0.00			
	Week:	08/16/21	08/22/21	MTWTFSS				30	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	948	WTKW	08/23/21-08/29/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.305 08/21								
	949	WTKW	08/23/21-08/29/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.307 08/21								
	950	WTKW	08/23/21-08/29/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.317 08/20								
	952	WTKW	08/23/21-08/29/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.310 08/18								
	955	WTKW	08/30/21-09/05/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.951 08/27								
	Week:	08/23/21	08/29/21	MTWTFSS				30	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	953	WTKW	08/30/21-09/05/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.348 08/27								
	954	WTKW	08/30/21-09/05/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.349 08/27								
	956	WTKW	08/30/21-09/05/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.333 08/23								
	Week:	08/30/21	09/05/21	MTWTFSS				30	\$0.00			
	Week:	09/06/21	09/12/21	MTWTFSS				30	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	957	WTKW	09/13/21-09/19/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.411 09/11								
	958	WTKW	09/13/21-09/19/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.413 09/11								
	960	WTKW	09/13/21-09/19/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.407 09/11								
	961	WTKW	09/13/21-09/19/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.414 09/11								
	962	WTKW	09/13/21-09/19/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.412 09/11								
	965	WTKW	09/20/21-09/26/21	M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
				Ⓜ MG for 1.959 09/18								
	Week:	09/13/21	09/19/21	MTWTFSS				30	\$0.00			

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<u>Contract / Revision</u> 71527 / 1		<u>Alt Order #</u>
<u>Contract Dates</u> 06/10/21 - 01/02/22	<u>Product</u> Recruit Website	<u>Estimate #</u>
<u>Advertiser</u> House		<u>Original Date / Revision</u> 06/08/21 / 11/29/21

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
963	WTKW	09/20/21-09/26/21		M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
		Ⓜ MG for 1.449 09/18										
964	WTKW	09/20/21-09/26/21		M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
		Ⓜ MG for 1.444 09/18										
966	WTKW	09/20/21-09/26/21		M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
		Ⓜ MG for 1.441 09/18										
967	WTKW	09/20/21-09/26/21		M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
		Ⓜ MG for 1.442 09/18										
Week:		09/20/21	09/26/21	MTWTFSS				30	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
968	WTKW	09/27/21-10/03/21		M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
		Ⓜ MG for 1.468 09/26										
Week:		09/27/21	10/03/21	MTWTFSS				30	\$0.00			
Week:		10/04/21	10/10/21	MTWTFSS				30	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
969	WTKW	10/25/21-10/31/21		M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
		Ⓜ MG for 1.515 10/05										
970	WTKW	10/25/21-10/31/21		M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
		Ⓜ MG for 1.537 10/10										
Week:		10/11/21	10/17/21	MTWTFSS				30	\$0.00			
Week:		10/18/21	10/24/21	MTWTFSS				30	\$0.00			
Week:		10/25/21	10/31/21	MTWTFSS				30	\$0.00			
Week:		11/01/21	11/07/21	MTWTFSS				30	\$0.00			
Week:		11/08/21	11/14/21	MTWTFSS				30	\$0.00			
Week:		11/15/21	11/21/21	MTWTFSS				30	\$0.00			
Week:		11/22/21	11/28/21	MTWTFSS				30	\$0.00			
Week:		11/29/21	12/05/21	MTWTFSS				30	\$0.00			
Week:		12/06/21	12/12/21	MTWTFSS				30	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
971	WTKW	12/13/21-12/19/21		M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
		Ⓜ MG for 1.808 12/12										
972	WTKW	12/27/21-01/02/22		M-Su 6a-12a	6a-12a	MTuWThFSaSu	:15		\$0.00	NM		
		Ⓜ MG for 1.785 12/07										
Week:		12/13/21	12/19/21	MTWTFSS				30	\$0.00			
Week:		12/20/21	12/26/21	MTWTFSS				30	\$0.00			
Week:		12/27/21	01/02/22	MTWTFSS				30	\$0.00			
Totals											885	\$0.00

Time Period	# of Spots	Gross Amount	Net Amount
05/31/21 - 06/27/21	72	\$0.00	\$0.00
06/28/21 - 07/25/21	127	\$0.00	\$0.00
07/26/21 - 08/29/21	156	\$0.00	\$0.00
08/30/21 - 09/26/21	114	\$0.00	\$0.00
09/27/21 - 10/31/21	151	\$0.00	\$0.00
11/01/21 - 11/28/21	115	\$0.00	\$0.00
11/29/21 - 12/26/21	119	\$0.00	\$0.00
12/27/21 - 01/02/22	31	\$0.00	\$0.00
Totals	885	\$0.00	\$0.00

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TK99 Galaxy Media Partners
 235 Walton Street
 Syracuse, NY 13202
 CLASSIC ROCK 99.5/105.5 (315) 472-9111

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<u>Contract / Revision</u> 71527 /	<u>Alt Order #</u>
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<u>Contract Dates</u> 06/10/21 - 01/02/22	<u>Product</u> Recruit Website	<u>Estimate #</u>
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<u>Advertiser</u> House	<u>Original Date / Revision</u> 06/08/21 / 11/29/21
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Signature: _____ Date: _____

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Exhibit C

EEO Initiatives

Syracuse EEO Period 2020

<u>Initiative</u>	<u>Title</u>
Internship Program	Chief Operating Officer
Manager Training	Office Manager Chief Operating Officer Chief Content Officer Chief Revenue Officer Chief Financial Officer Sales Manager
EEO Outreach	Traffic Manager
Participation in Job Fairs Attndance in Job Fairs	Events & Promotions Chief Operating Officer Chief Revenue Officer
Internet Program	Chief Content Officer Chief Operating Officer Brand Manager

2020 TRAINING

TrainingName	TrainingID	CompanyID	CompanyName	UserName	FirstName	LastName	DateCompleted	DateStarted	Status	Question1	Question2
Sexual Harassment Prevention Training for the State of New York	1270	5161		li	itmail.com	Lisa	12/8/2020 9:40	9/23/2020 6:57	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.mediapartners.com	Rick	12/8/2020 7:51	8/18/2020 7:57	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Phil	10/13/2020 14:36	10/13/2020 14:16	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Jodie	10/13/2020 14:12	10/13/2020 13:54	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161		ps	.laxymediacompany.com	Paul	10/13/2020 12:41	10/13/2020 12:29	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxycommunications.com	Josh	10/13/2020 12:40	10/13/2020 12:33	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.gmail.com	cody	10/1/2020 12:25	10/1/2020 12:17	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Glenn	9/29/2020 18:48	9/29/2020 18:08	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Timothy	9/29/2020 12:39	9/29/2020 12:08	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			@laxymediapartners.com	Mary f	9/28/2020 14:42	9/28/2020 13:49	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Carrie	9/28/2020 14:33	9/28/2020 14:27	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Gary	9/16/2020 15:58	9/16/2020 15:37	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			t@laxymediapartners.com	Colleen	9/16/2020 15:29	9/16/2020 15:18	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Rick	9/15/2020 10:23	8/27/2020 12:55	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.lcapozzi@gmail.com	Jordan	9/10/2020 9:41	9/10/2020 9:37	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.hie@laxymediapartners.com	Jamie	9/8/2020 9:25	9/8/2020 9:08	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Janina	9/2/2020 10:45	8/18/2020 11:15	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxyeventscompany.com	Jordan	8/31/2020 15:43	8/18/2020 13:28	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Nick	8/27/2020 15:58	8/26/2020 10:49	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.ahoo.com	John	8/27/2020 12:25	8/27/2020 12:10	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.scuse.com	Brent	8/27/2020 11:08	8/27/2020 10:52	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Brett	8/26/2020 17:17	8/26/2020 16:58	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Christopher	8/26/2020 15:37	8/26/2020 15:19	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			@laxymediapartners.com	Rick	8/26/2020 13:13	8/26/2020 12:22	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Rick	8/26/2020 9:16	8/26/2020 9:05	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.lar@laxymediapartners.com	Marissa	8/24/2020 15:08	8/24/2020 14:49	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.o@laxymediapartners.com	Simone	8/19/2020 14:33	8/19/2020 14:21	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.n@laxymediapartners.com	Ross	8/19/2020 12:22	8/19/2020 12:09	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Matthew	8/19/2020 12:20	8/19/2020 11:36	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.@laxyeventscompany.com	brittney	8/19/2020 10:34	8/19/2020 10:20	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.dteo@aol.com	Edward J	8/19/2020 8:49	8/19/2020 7:54	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Jennifer	8/19/2020 8:17	8/19/2020 7:39	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			@laxymediapartners.com	Elizabeth	8/18/2020 15:08	8/18/2020 14:18	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Zach	8/18/2020 14:17	8/18/2020 13:18	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Alex	8/18/2020 14:02	8/18/2020 10:58	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.tof@laxymediapartners.com	Tamara	8/18/2020 13:39	8/18/2020 13:21	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.@laxymediapartners.com	Dana	8/18/2020 11:47	8/18/2020 11:22	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.l.karins@laxymediapartners.com	Thomas	8/18/2020 10:03	8/18/2020 9:32	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Jennifer	8/18/2020 9:58	8/18/2020 8:49	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.chulman@gmail.com	cosmina	8/18/2020 9:40	8/18/2020 8:25	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			@laxymediapartners.com	Lauren	8/18/2020 8:53	8/18/2020 8:46	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			@laxymediapartners.com	John	8/18/2020 8:37	8/18/2020 7:37	Completed		
Sexual Harassment Prevention Training for the State of New York	1270	5161			.laxymediapartners.com	Steve	8/18/2020 8:35	8/18/2020 8:09	Completed		
Respect in the Workplace	56	5161			.lincorrectlogbynick@laxymediapartners.com	Nick	1/20/2020 14:02	1/20/2020 13:58	Completed		
Building a Drug-Free Workplace - Supervisor's Version	69	5161			.correctlogbynick@laxymediapartners.com	Nick	1/19/2020 16:25	1/19/2020 16:03	Completed		
Fair Labor Standards Act (FLSA) Training	76	5161			.laxymediapartnersnoemail.com	Carrie	1/16/2020 16:22	1/16/2020 8:08	Completed		
Respect in the Workplace	56	5161			.laxymediapartnersnoemail.com	Janina	1/16/2020 12:25	1/16/2020 12:10	Completed		
E-mail and Internet Use Training	12	5161			.lincorrectlogbynick@laxymediapartnersnoemail.com	Nick	1/15/2020 21:33	1/15/2020 21:27	Completed		
Performance Management - A Balanced Scorecard Approach	63	5161			.lincorrectlogbynick@laxymediapartnersnoemail.com	Nick	1/15/2020 21:21	1/15/2020 21:07	Completed		
Ergonomics in the Office	57	5161			.lincorrectlogbynick@laxymediapartnersnoemail.com	Nick	1/15/2020 21:06	1/15/2020 20:55	Completed		

MGMT LEVEL TRAINING

EEO Frequently Asked Questions

[Recruitment](#) [Initiatives](#) [Recordkeeping & Other Issues](#) [Audits](#) [MVPD Units](#)



1. We are supposed to list all full-time openings that we fill on the EEO Public File Report and list recruitment sources we contacted, but do you want only the sources that produced referrals?

No. On the form where you list all of your hires and sources contacted, provide a list of all sources that you contacted, whether or not they produced referrals.

2. Is it acceptable to rely only on word-of-mouth, industry referrals, or employee referrals for recruiting?

No. None of those sources are considered broad public outreach. You may use those sources, but only in addition to other outside recruitment sources, such as a state broadcast association website, job bank, job recruiting website, state employment office, local organization, college placement office, or other public sources.

3. Is there a minimum number of sources we can use that would constitute adequately broad recruitment?

There is not a set minimum number of sources. Generally, recruitment using only one source will not be considered to be adequate except in the rare case where it is exceedingly broad and wide-reaching, and is productive in generating referrals. Using more than one source is often more productive and reaches more potential applicants. The Commission, however, does not require that a specific minimum number of sources must be contacted.

4. Is it sufficient if we recruit by listing job openings on our own station website or licensee website, with nothing more?

No. Posting only to your own website(s) is likely too narrow a focus to constitute broad outreach to the community. The recruiting needs to attempt to reach a large a cross-section of the broadcaster's own community. Depending on the community, an assortment of sources that target various demographic groups could be needed to achieve acceptable outreach.



5. If we have one sales associate opening and get several applicants, and can hire only one in May, but then another opening comes up in July, can we then hire our second choice from the May applicant pool without further recruiting?

Yes. If you recruit adequately in May, and get an applicant pool with more than one qualified applicant, you can hire more than one person from that pool over a short period of time. The key is how long you wait until the second hire. If it is more than three months, it might be too long a period, and you would need to conduct a second round of outreach and recruiting.

6. When we hire someone new for a full-time position, the new hire is always on probation for the first 90 days. If things do not work out, the hiree can quit with no notice or be fired with no notice. Does that mean all our hires are temps, and not subject to the EEO Rule, which applies only to full-time hires?

No. If you hire someone with the intention of keeping them permanently, it is considered a full-time hire and the hire is fully subject to the EEO rules, despite the probationary period. However, if you hire someone for 90 days, with the intention of keeping them for only 90 days, that would be a temporary hire and not subject to the EEO rules.

7. If we have a full-time opening and want to promote a part-time employee into that job without any recruitment, may we do so?

Possibly. The EEO rules do not require outreach for part-time positions; however, if you hired someone part-time after recruiting using broad outreach, then that person can be promoted to full-time status without further recruiting. If you did not use outreach recruiting when you hired the part time employee, however, as with any full-time opening, you must recruit using broad outreach before hiring for the full-time position.

8. If we want to transfer an employee at one station to another we own, or if we want to promote an existing full-time employee to another position, do we need to recruit first?

No. You can make a lateral transfer or a promote an existing full-time employee without recruiting.

9. What is an "exigent hire?"

An exigent hire is one made without recruiting because of an emergency need, or unique circumstances, such as when your top-rated DJ, who left two years ago, comes back and wants to work again and you feel this person is so desirable, you can't pass up the chance to hire him or her. It is permissible to make exigent hires, but they should be the exception, and not the rule. You may not use exigency as an excuse to hire someone without doing adequate outreach and recruiting.

10. I am a religious broadcaster. What am I required to file in response to an EEO audit letter?

A religious broadcaster is allowed to employ a religious belief or affiliation as a qualification for one, some, or all of its hires. A religious broadcaster is defined in 47 CFR Section 73.2080(a) as a licensee that is or is closely affiliated with, a church, synagogue, or other religious entity, including a subsidiary of such an entity. A religious broadcaster that does not require a religious qualification for any full-time staff is



to recruit broadly among those who meet the religious qualifications, and will still be prohibited from discriminating on the basis of race, color, national origin, or sex. A religious broadcaster does not have to do the outreach initiatives listed in 47 CFR Section 73.2080(c)(2) unless it has five or more full-time staff not subject to the religious qualification. For its hires subject to the religious qualification, the licensee needs to keep only records of the hire, sources contacted for the opening, the source of the hire, and the date of the hire.

11. My station had fewer than five employees for part of the filing period. Do I have to complete all two (or four) recruitment initiatives? (This same question applies to a station that was sold and purchased during the license term.)

The EEO recruiting requirements apply only to stations or employment units with five or more full-time staff. If your station or unit fluctuates between having five or fewer full-time staff, the rules apply only for the periods during which the station or unit has five full-time staff. In order to be required to complete two or more initiatives in a two-year period, the station or unit has to have five full-time staff for one entire year or more. For example, if you are required to perform four initiatives in two years, but you add up periods of having five full-time staff and those periods amount to only six months, you would not be required to do any initiatives.

In addition, when the FCC evaluates EEO performance, we look only to the performance of the current licensee, not what a previous owner did. Therefore, the period of current ownership is the only relevant period for us to review. One final note, whether a station or unit needs to create an EEO public file report depends on its status as of the due date for the report. If it has six full-time staff most of the year, but dips down to four on its report filing deadline of June 1, it does not need to file a report that year.

12. If my station has less than five full time employees, do my EEO requirements start with my fifth full-time hire or the sixth?

Once a station or unit acquires its fifth full-time staff member, then it must implement an EEO recruitment program and start keeping EEO records and file reports for all future activity.

13. Do I need to include promotions and part-time to full-time employees in my hiring information on my public file report?

You do not need to include promotions generally; you need to report full-time new hires. However, if an open full-time position is filled by promoting an existing employee, you would be required to report that the open position was filled by promotion. A part-time employee may be promoted to full-time, but only if recruitment took place when that employee was first hired for the part-time slot. If there was no recruitment outreach for the part-time position, then there must be recruitment outreach to fill the full-time opening.

14. My company contracts out its hiring. What are my obligations?

As the licensee or the owner of the station, you remain accountable for the hiring of your staff. You need to make sure that FCC rules are followed, even if you use an outside consultant to help manage staffing needs.



parent owner.

16. How can I file an amendment to the 396?

LMS does not allow amendments to Form 396. Instead of amending, you would need to file a new form. EEO staff will know to review the most recently filed form. If you submit a new revised form, it would be prudent to notify EEO staff so that we are aware of the new filing. We might have already reviewed the initial form, and we would not be automatically notified that a revised form has been filed.

17. My station is family operated. Can I hire a family member without outside recruitment?

If the family member is a sole or part-owner, they may be hired without recruitment. If not, and the new hire would be the fifth full time employee or if there are already five or more full time employees, there must be recruitment for this and all full-time openings.

18. How many "exigent circumstance" hires am I allowed to make during a license term?

There is no limit specified by the rules, but hires under exigent circumstances should be the exception, rather than the rule. A preponderance of hiring under exigent circumstances could be a red flag signaling that adequate outreach and recruiting is not being conducted.

ireau/Office:

<https://www.fcc.gov/enforcement>



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And:

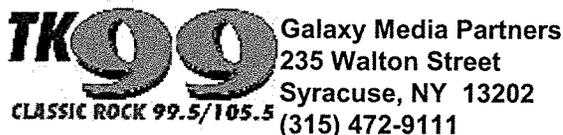
House
House Account Do Not Mail
 n/a, N/A na

<u>Contract / Revision</u> 64777 / 1		<u>Alt Order #</u>
<u>Product</u> EEO 2020		
<u>Contract Dates</u> 12/30/19 - 12/27/20	<u>Estimate #</u>	
<u>Advertiser</u> House		<u>Original Date / Revision</u> 12/16/19 / 07/30/20
<u>Billing Cycle</u> EOM/EOC	<u>Billing Calendar</u> Broadcast	<u>Cash/Trade</u> Cash
<u>Property</u> WTKW-FM	<u>Account Executive</u> House Local	<u>Sales Office</u> Syracuse/Utica
<u>Special Handling</u> NO Invoice Sent		
<u>Demographic</u> Households		
<u>Agency Code</u>	<u>Advertiser Code</u>	<u>Product 1/2</u>
<u>Agency Ref</u>		<u>Advertiser Ref</u>

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
N 1	WTKW	12/30/19	12/27/20	M-Su	7p-12a		:15			NM	53	\$0.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		12/30/19	01/05/20	MTWTFSS				1	\$0.00			
Week:		01/06/20	01/12/20	MTWTFSS				1	\$0.00			
Week:		01/13/20	01/19/20	MTWTFSS				1	\$0.00			
Week:		01/20/20	01/26/20	MTWTFSS				1	\$0.00			
Week:		01/27/20	02/02/20	MTWTFSS				1	\$0.00			
Week:		02/03/20	02/09/20	MTWTFSS				1	\$0.00			
Week:		02/10/20	02/16/20	MTWTFSS				1	\$0.00			
Week:		02/17/20	02/23/20	MTWTFSS				1	\$0.00			
Week:		02/24/20	03/01/20	MTWTFSS				1	\$0.00			
Week:		03/02/20	03/08/20	MTWTFSS				1	\$0.00			
Week:		03/09/20	03/15/20	MTWTFSS				1	\$0.00			
Week:		03/16/20	03/22/20	MTWTFSS				1	\$0.00			
Week:		03/23/20	03/29/20	MTWTFSS				1	\$0.00			
Week:		03/30/20	04/05/20	MTWTFSS				1	\$0.00			
Week:		04/06/20	04/12/20	MTWTFSS				1	\$0.00			
Week:		04/13/20	04/19/20	MTWTFSS				1	\$0.00			
Week:		04/20/20	04/26/20	MTWTFSS				1	\$0.00			
Week:		04/27/20	05/03/20	MTWTFSS				1	\$0.00			
Week:		05/04/20	05/10/20	MTWTFSS				1	\$0.00			
Week:		05/11/20	05/17/20	MTWTFSS				1	\$0.00			
Week:		05/18/20	05/24/20	MTWTFSS				1	\$0.00			
Week:		05/25/20	05/31/20	MTWTFSS				1	\$0.00			
Week:		06/01/20	06/07/20	MTWTFSS				1	\$0.00			
Week:		06/08/20	06/14/20	MTWTFSS				1	\$0.00			
Week:		06/15/20	06/21/20	MTWTFSS				1	\$0.00			
Week:		06/22/20	06/28/20	MTWTFSS				1	\$0.00			
Week:		06/29/20	07/05/20	MTWTFSS				1	\$0.00			
Week:		07/06/20	07/12/20	MTWTFSS				1	\$0.00			
Week:		07/13/20	07/19/20	MTWTFSS				1	\$0.00			
Week:		07/20/20	07/26/20	MTWTFSS				1	\$0.00			
Week:		07/27/20	08/02/20	MTWTFSS				1	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	53	WTKW	08/02/20-08/02/20	Sa-Su 6a-8p	6a-8p	-----Su	:15		\$0.00	NM		
	Ⓢ Bonus											

(* Line Transactions: N = New, E = Edited, D = Deleted)

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Contract / Revision	Alt Order #
64777 /	

Contract Dates	Product	Estimate #
12/30/19 - 12/27/20	EEO 2020	

Advertiser	Original Date / Revision
House	12/16/19 / 07/30/20

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		08/03/20	08/09/20	MTWTFSS				1	\$0.00			
Week:		08/10/20	08/16/20	MTWTFSS				1	\$0.00			
Week:		08/17/20	08/23/20	MTWTFSS				1	\$0.00			
Week:		08/24/20	08/30/20	MTWTFSS				1	\$0.00			
Week:		08/31/20	09/06/20	MTWTFSS				1	\$0.00			
Week:		09/07/20	09/13/20	MTWTFSS				1	\$0.00			
Week:		09/14/20	09/20/20	MTWTFSS				1	\$0.00			
Week:		09/21/20	09/27/20	MTWTFSS				1	\$0.00			
Week:		09/28/20	10/04/20	MTWTFSS				1	\$0.00			
Week:		10/05/20	10/11/20	MTWTFSS				1	\$0.00			
Week:		10/12/20	10/18/20	MTWTFSS				1	\$0.00			
Week:		10/19/20	10/25/20	MTWTFSS				1	\$0.00			
Week:		10/26/20	11/01/20	MTWTFSS				1	\$0.00			
Week:		11/02/20	11/08/20	MTWTFSS				1	\$0.00			
Week:		11/09/20	11/15/20	MTWTFSS				1	\$0.00			
Week:		11/16/20	11/22/20	MTWTFSS				1	\$0.00			
Week:		11/23/20	11/29/20	MTWTFSS				1	\$0.00			
Week:		11/30/20	12/06/20	MTWTFSS				1	\$0.00			
Week:		12/07/20	12/13/20	MTWTFSS				1	\$0.00			
Week:		12/14/20	12/20/20	MTWTFSS				1	\$0.00			
Week:		12/21/20	12/27/20	MTWTFSS				1	\$0.00			
Totals											53	\$0.00

Time Period	# of Spots	Gross Amount	Net Amount
12/30/19 -01/26/20	4	\$0.00	\$0.00
01/27/20 -02/23/20	4	\$0.00	\$0.00
02/24/20 -03/29/20	5	\$0.00	\$0.00
03/30/20 -04/26/20	4	\$0.00	\$0.00
04/27/20 -05/31/20	5	\$0.00	\$0.00
06/01/20 -06/28/20	4	\$0.00	\$0.00
06/29/20 -07/26/20	4	\$0.00	\$0.00
07/27/20 -08/30/20	6	\$0.00	\$0.00
08/31/20 -09/27/20	4	\$0.00	\$0.00
09/28/20 -10/25/20	4	\$0.00	\$0.00
10/26/20 -11/29/20	5	\$0.00	\$0.00
11/30/20 -12/27/20	4	\$0.00	\$0.00
Totals	53	\$0.00	\$0.00

Signature: _____ Date: _____

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 (315) 472-9111

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And:

House
House Account Do Not Mail
 n/a, N/A na

<u>Contract / Revision</u> 64778 /		<u>Alt Order #</u>
<u>Product</u> EEO 2020		
<u>Contract Dates</u> 12/30/19 - 12/27/20		<u>Estimate #</u>
<u>Advertiser</u> House		<u>Original Date / Revision</u> 12/16/19 / 08/10/20
<u>Billing Cycle</u> EOM/EOC	<u>Billing Calendar</u> Broadcast	<u>Cash/Trade</u> Cash
<u>Property</u> WTLA-AM	<u>Account Executive</u> House Local	<u>Sales Office</u> Syracuse/Utica
<u>Special Handling</u> NO Invoice Sent		
<u>Demographic</u> Households		
<u>Agency Code</u>	<u>Advertiser Code</u>	<u>Product 1/2</u>
<u>Agency Ref</u>		<u>Advertiser Ref</u>

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
N 1	WTLA	12/30/19	12/27/20	M-Su	7p-12a		:15			NM	58	\$0.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		12/30/19	01/05/20	MTWTFSS				1	\$0.00			
Week:		01/06/20	01/12/20	MTWTFSS				1	\$0.00			
Week:		01/13/20	01/19/20	MTWTFSS				1	\$0.00			
Week:		01/20/20	01/26/20	MTWTFSS				1	\$0.00			
Week:		01/27/20	02/02/20	MTWTFSS				1	\$0.00			
Week:		02/03/20	02/09/20	MTWTFSS				1	\$0.00			
Week:		02/10/20	02/16/20	MTWTFSS				1	\$0.00			
Week:		02/17/20	02/23/20	MTWTFSS				1	\$0.00			
Week:		02/24/20	03/01/20	MTWTFSS				1	\$0.00			
Week:		03/02/20	03/08/20	MTWTFSS				1	\$0.00			
Week:		03/09/20	03/15/20	MTWTFSS				1	\$0.00			
Week:		03/16/20	03/22/20	MTWTFSS				1	\$0.00			
Week:		03/23/20	03/29/20	MTWTFSS				1	\$0.00			
Week:		03/30/20	04/05/20	MTWTFSS				1	\$0.00			
Week:		04/06/20	04/12/20	MTWTFSS				1	\$0.00			
Week:		04/13/20	04/19/20	MTWTFSS				1	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	53	WTLA	04/19/20-04/19/20	M-Su	12a-12a	-----Su	:15		\$0.00	NM		
	Ⓢ Bonus											
Week:		04/20/20	04/26/20	MTWTFSS				1	\$0.00			
Week:		04/27/20	05/03/20	MTWTFSS				1	\$0.00			
Week:		05/04/20	05/10/20	MTWTFSS				1	\$0.00			
Week:		05/11/20	05/17/20	MTWTFSS				1	\$0.00			
Week:		05/18/20	05/24/20	MTWTFSS				1	\$0.00			
Week:		05/25/20	05/31/20	MTWTFSS				1	\$0.00			
Week:		06/01/20	06/07/20	MTWTFSS				1	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	54	WTLA	06/01/20-06/01/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
	Ⓢ Bonus											
Week:		06/08/20	06/14/20	MTWTFSS				1	\$0.00			
Week:		06/15/20	06/21/20	MTWTFSS				1	\$0.00			
Week:		06/22/20	06/28/20	MTWTFSS				1	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	55	WTLA	06/22/20-06/22/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
	Ⓢ Bonus											

(* Line Transactions: N = New, E = Edited, D = Deleted)

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Galaxy Media Partners
 235 Walton Street
 Syracuse, NY 13202
 (315) 472-9111

www.espn.com

Contract / Revision	Alt Order #
64778 /	

Contract Dates	Product	Estimate #
12/30/19 - 12/27/20	EEO 2020	

Advertiser	Original Date / Revision
House	12/16/19 / 08/10/20

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		06/29/20	07/05/20	MTWTFSS				1	\$0.00			
Week:		07/06/20	07/12/20	MTWTFSS				1	\$0.00			
Week:		07/13/20	07/19/20	MTWTFSS				1	\$0.00			
Week:		07/20/20	07/26/20	MTWTFSS				1	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	56	WTLA	07/20/20-07/20/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
	Ⓢ Bonus											
Week:		07/27/20	08/02/20	MTWTFSS				1	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	57	WTLA	08/02/20-08/02/20	M-Su	12a-12a	-----Su	:15		\$0.00	NM		
	Ⓢ Bonus											
	58	WTLA	08/02/20-08/02/20	M-Su	12a-12a	-----Su	:15		\$0.00	NM		
	Ⓢ Bonus											
	59	WTLA	08/02/20-08/02/20	M-Su	12a-12a	-----Su	:15		\$0.00	NM		
	Ⓢ Bonus											
Week:		08/03/20	08/09/20	MTWTFSS				1	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	61	WTLA	08/07/20-08/07/20	M-Su	12a-12a	-----F---	:15		\$0.00	NM		
	Ⓢ Bonus											
Week:		08/10/20	08/16/20	MTWTFSS				1	\$0.00			
Week:		08/17/20	08/23/20	MTWTFSS				1	\$0.00			
Week:		08/24/20	08/30/20	MTWTFSS				1	\$0.00			
Week:		08/31/20	09/06/20	MTWTFSS				1	\$0.00			
Week:		09/07/20	09/13/20	MTWTFSS				1	\$0.00			
Week:		09/14/20	09/20/20	MTWTFSS				1	\$0.00			
Week:		09/21/20	09/27/20	MTWTFSS				1	\$0.00			
Week:		09/28/20	10/04/20	MTWTFSS				1	\$0.00			
Week:		10/05/20	10/11/20	MTWTFSS				1	\$0.00			
Week:		10/12/20	10/18/20	MTWTFSS				1	\$0.00			
Week:		10/19/20	10/25/20	MTWTFSS				1	\$0.00			
Week:		10/26/20	11/01/20	MTWTFSS				1	\$0.00			
Week:		11/02/20	11/08/20	MTWTFSS				1	\$0.00			
Week:		11/09/20	11/15/20	MTWTFSS				1	\$0.00			
Week:		11/16/20	11/22/20	MTWTFSS				1	\$0.00			
Week:		11/23/20	11/29/20	MTWTFSS				1	\$0.00			
Week:		11/30/20	12/06/20	MTWTFSS				1	\$0.00			
Week:		12/07/20	12/13/20	MTWTFSS				1	\$0.00			
Week:		12/14/20	12/20/20	MTWTFSS				1	\$0.00			
Week:		12/21/20	12/27/20	MTWTFSS				1	\$0.00			
Totals											58	\$0.00

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 235 Walton Street
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 (315) 472-9111

www.espn.com

<u>Contract / Revision</u> 64778 /		<u>Alt Order #</u>
<u>Contract Dates</u> 12/30/19 - 12/27/20		<u>Product</u> EEO 2020
<u>Advertiser</u> House		<u>Estimate #</u>
		<u>Original Date / Revision</u> 12/16/19 / 08/10/20

Time Period	# of Spots	Gross Amount	Net Amount
12/30/19 -01/26/20	4	\$0.00	\$0.00
01/27/20 -02/23/20	4	\$0.00	\$0.00
02/24/20 -03/29/20	4	\$0.00	\$0.00
03/30/20 -04/26/20	5	\$0.00	\$0.00
04/27/20 -05/31/20	5	\$0.00	\$0.00
06/01/20 -06/28/20	5	\$0.00	\$0.00
06/29/20 -07/26/20	5	\$0.00	\$0.00
07/27/20 -08/30/20	9	\$0.00	\$0.00
08/31/20 -09/27/20	4	\$0.00	\$0.00
09/28/20 -10/25/20	4	\$0.00	\$0.00
10/26/20 -11/29/20	5	\$0.00	\$0.00
11/30/20 -12/27/20	4	\$0.00	\$0.00
Totals	58	\$0.00	\$0.00

Signature: _____ Date: _____

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Pippin, F. Scott

CAYUGA COMMUNITY College Internship

From: Janina Cosentino <JCosentino@galaxymediapartners.com>
Sent: Tuesday, December 8, 2020 5:01 PM
To: Lisa Chelenza
Subject: Intern

Hey! Just a reminder to send me the information you have on the intern hired in May.

Name, date, school...etc.

Thanks ☺

Janina Cosentino
Office Manager | Galaxy Media
235 Walton Street
Syracuse, NY 13202
(315) 472-9111
jcosentino@galaxymediapartners.com

To: Zach Fenner <zfenner@galaxymediapartners.com>

Subject: Register for SUNY Oswego's Spring 2020 Career & Internship Fair

SUNY Oswego Career & Internship Fair

We hope you can join us!

Meet with hundreds of students interested in exploring their options and learning more about your personal journey, career field, organization, and opportunities.

Wednesday, March 4th, 4-6 p.m. in the Marano Campus Center



To register:

https://oswego.joinhandshake.com/career_fairs/14499

If this email reaches you and you're no longer responsible for this type of event or if you have already registered for this event, please pass the email onto the appropriate person on your campus or disregard. If you have any questions or if we can provide any assistance, please contact our office at 315-312-2255.

*SUNY Oswego Career Services
145 Marano Campus Center
Oswego, NY 13126
315-312-2255*

This email is being sent to Zachary Fenner (zfenner@galaxymediacompany.com) on behalf of State University of New York at Oswego (SUNY Oswego)

If you do not want to receive these emails, you can [unsubscribe](#) from emails from State University of New York at Oswego (SUNY Oswego)

If you do not want to receive any mass emails from Handshake, you can [unsubscribe](#) from all Handshake emails

P.O. Box 40770, San Francisco, CA 94140





CAREERS

COLLABORATE. CREATE. CONNECT.



PERKS & BENEFITS

GALAXY THRIVES IN AN ENERGETIC, ENTHUSIASTIC ATMOSPHERE WHERE GROWTH & CREATIVITY IS ENCOURAGED. WE'D LIKE TO THINK WE'RE FUNNY, SMART & GOOD LOOKING BUT HERE ARE SOME PERKS BEYOND THAT:

FOR EMPLOYMENT CONSIDERATION, PLEASE CONTACT:

Galaxy Media – Syracuse

235 Walton Street

Syracuse, NY 13202

Phone: 315.472.9111

Email: careers@galaxymediapartners.com

Galaxy Media – Utica

520 Seneca St, Suite 101

Utica, NY 13502

Phone: 315.797.1330

Email: careers@galaxymediapartners.com

We Are An Equal Opportunity Employer

EEO PUBLIC FILE REPORT UTICA

EEO PUBLIC FILE REPORT SYRACUSE

EEO Initiatives

Syracuse EEO Period 2021

Initiative

Internship Program

Manager Training

EEO Outreach

Hosting of Job Fairs

Participation in Job Fairs

Participation in Events/Activities by Educational Institutions

Internet Program

Title

Chief Operating Officer

Office Manager
Chief Operating Officer
Chief Content Officer
Chief Revenue Officer
Chief Financial Officer
Sales Manager

Traffic Manager

Events & Promotions
Chief Operating Officer
Chief Revenue Officer

Chief Executive Office

Chief Content Officer
Chief Operating Officer
Brand Manager

Internships

From: Carrie [redacted] <[galaxymediapartners.com](mailto:carrie@galaxymediapartners.com)>
Sent: Thursday, October 14, 2021 11:46 AM
To: Salatha [redacted] <salatha@syra.edu>
Subject: Galaxy Media Internship

Good Morning Salatha,

Thank you for reaching out earlier this week. We would work with the interns to introduce them to all areas of our company. Depending on their interest and skill ability, we would customize each internship to focus on what works best for the intern and for Galaxy! I hope this is helpful! We look forward to working with the students from Syracuse University!

Here is a brief overview:

Galaxy Media is a locally owned and operated multi-media company headquartered in Syracuse. Galaxy signed on the air with our first radio station in 1990, and today Galaxy owns 13 radio stations (and is also the flagship station for Syracuse University Athletics). In addition we have other divisions including digital, video production, sports marketing & events! We recently launched an online video streaming channel, CuseSportsTalk.com. Interning at Galaxy Media is fast paced, where no day is the same! We would love to have you on our team to help you learn about the industry and grow as a part of our community! We like to offer interns the opportunity to customize their internship to focus on what interests them at Galaxy, since we have so many great avenues to learn in!

Programming Department

- Research material for on-air segments
- Utilize skills in audio editing software
- Produce on-air material
- Assist in the execution of station events
- Screen phone calls for on-air broadcasts

Production Department

- Utilize skills in audio editing software
- Produce client related commercials
- Write/produce creative for on-air purposes
- Assist Production Manager in daily tasks

Marketing Department

- Prospect for on-air new clients
- Shadow sales executives
- Create sales pieces in PowerPoint

Events / Promotions Department

- Prospect for event participants
- Prepare materials for upcoming events
- Assist in the execution of events day of
- Event recaps

Please feel free to reach out to me with any additional questions.

Thank you!
Carrie



Carrie Wc_

Chief Operating Officer

Galaxy Media | Events, Radio, Sports Marketing, Digital



- 📞 315-4 | 315-'
- ✉ @galaxymediapartners.com
- 🌐 www.GalaxyMediaPartners.com
- 📍 235 Walton Street, Syracuse, NY, 13202

ACKNOWLEDGEMENT FORM (return ASAP):

THE STATION HEREBY AGREES TO PARTICIPATE IN THE NEW YORK STATE BROADCASTERS ASSOCIATION'S INTERN PROGRAM AND WILL ABIDE BY THE GUIDELINES OUTLINED ABOVE.

Only NYSBA dues paying member stations in good standing that participate in the NCSA program throughout the year will be reimbursed.

All qualifying stations will be granted at least one intern. If you would like to request more than one, please let us know.

The Internship will be: Immediately/Spring Semester Summer Fall Semester

Station Contact Name & Title: Carrie Wr - Chief Operating Officer

Call Letter(s) WTKW, WKRL, WZUN, NTLA (telephone) 315-...

Full Address: 235 Walton Street (email) ...@galaxymediapartners.com
Syracuse NY 13202

Station's Minimum Wage rate for 2022: \$ 13.20

Contact email for person who should receive all NCSA spots (spots need to be aired on your station throughout the year): ...@galaxymediapartners.com

Affidavits/proof of performance should be sent directly to Sandy's attention at the office or emailed.

Please return to - or more information, please contact:
Sandy Messineo - sandy@nysbroadcasters.org

NYSBA
1805 Western Ave
Albany, NY 12203

The NYSBA Board of Directors has approved the internship program again for 2022!

This wonderful opportunity provides interns with the chance to gain first-hand knowledge of the various aspects of the broadcasting business.

- * You will hire an intern to work at your station a total of 180 (reimbursable) hours (we will reimburse the station at an hourly rate consistent with minimum wage laws in New York).

If your station would like to participate in this program, please complete the acknowledgment form on Page 3 and return it to our Albany office today. You may hire your intern to start any time.

This program is only open to NYSBA member radio and television stations in good standing that participate in the NCSA-POP program throughout the year.

**2022 NEW YORK STATE BROADCASTERS ASSOCIATION
INTERN PROGRAM GUIDELINES &
ACKNOWLEDGEMENT FORM**

SUMMARY DESCRIPTION OF PROJECT:

It is the intention of this program to provide participating students (to be known as “interns”) the opportunity to witness and experience “first hand” the operational procedures of a radio or television station.

ELIGIBILITY REQUIREMENTS:

It is the intent of this program to actively recruit and hire interns that are:

- At least 17 years of age
- Residents of New York State and/or attending school in New York State
- First time entrants into the program

THE SELECTION PROCESS SUGGESTIONS:

Recruitment - As the program seeks to attract potential candidates on a competitive basis, all participating stations should:

1. Advertise the NYSBA Intern Program on the air
2. Advertise the NYSBA Intern Program on your social media sites
2. Circulate announcements to educational institutions and programs.

Selecting - **The final selection is at the station’s discretion.** All interns should apply for the program via written letter of application, in addition to the station’s normal hiring procedure. Following the selection of your candidate, complete and return the Participant Information Form to the NYSBA office.

PROGRAM PARAMETERS:

Stations shall pay Interns in an amount equal to the relevant minimum wage laws and regulations. Upon submission of the proper forms, NYSBA will then reimburse stations directly in an amount consistent with the relevant minimum wage laws. Stations participating in the program are eligible to be reimbursed for training up to a maximum of 180 hours. The station warrants that it will pay the Intern consistent with the above specified parameters. The station may decide to independently hire the intern for more hours or for more money per hour. The internship program

provides equal opportunities (EEO) to all internship applicants without regard to race, color, religion, sexual orientation, gender, national origin, age, disability or genetics. Intern selection shall comply with all relevant federal and state EEO requirements as well as all relevant federal and state labor laws and regulations. All interns must be paid by the station directly within 15 days of completing their hours. We will reimburse stations within 15 days of receipt of your paperwork.

Only NYSBA dues paying member stations in good standing that participate in the NCSA-POP program throughout the year will be reimbursed.

TRAINING:

After an orientation session designed to introduce the intern to their new training environment, the intern should be exposed to the full gamut of experiences germane to the broadcasting industry. The intern training developed by the participating stations should include the areas outlined in the enclosed NYSBA checklist. Once exposed to the various departments in the station, the intern and his/her manager should choose an area of interest for more sophisticated training. (This should occur after one-half to two-thirds of the internship is completed.)

As part of the Internship Program, selected Interns may be asked to participate in the NYSBA's social media program for Interns.

REIMBURSEMENT PAPERWORK DEADLINE:

Please note, all final paperwork must be submitted to the NYSBA by December 15th for reimbursement.

As soon as possible to receive funds:

1. Return the Acknowledgement Form with your signature.

As soon as the intern is hired:

1. Return the Participant Information Form (you must send Sandy the interns name/contact info as soon as they are hired).

At the conclusion of the internship:

A final report must be forwarded to the NYSBA and must contain the following (**all paperwork must be in our office 15 days after your intern finishes their hours**):

1. A written evaluation of the experience by the supervisor on the intern's performance and attitude, as well as comments regarding the program in general.
2. A written evaluation of the experience by the intern including the intern's intentions to further a career in broadcastings, showcase what their future plans are.
3. Copies of time cards/sheets/rate paid signed by the intern and station management. Without copies of the intern's signed time sheets, the NYSBA cannot prove the intern's employment at the station, thereby jeopardizing reimbursement.
4. The return of the NYSBA Intern Department Checklist.

THE NEW YORK STATE BROADCASTERS ASSOCIATION
INTERN PROGRAM 2022

PARTICIPANT INFORMATION FORM

Please complete the following form and return it to the NYSBA as soon as you hire your intern.

STATION CALL LETTERS & CITY:

INTERN'S NAME:

INTERN'S ADDRESS:

INTERN'S EMAIL ADDRESS (school & personal to stay in touch):

NAME OF SCHOOL OR COLLEGE:

MAJOR:

SEMESTER/GRADE:

Return to: NYSBA – INTERN PROGRAM
1805 Western Avenue
Albany, New York 12203
sandy@nysbroadcasters.org
518-456-8943 fax

Terrence E

NEW YORK STATE BROADCASTERS ASSOCIATION INTERN PROGRAM

INTERN TRAINING DEPARTMENT -- CHECKLIST

To ensure the intern receives proper orientation, it is important that he/she have first-hand experience in each of the following areas. Please check the areas experienced by the intern and return this form to the NYSBA at the completion of the program.

- Programming/Music
- News/Sports
- Production/Continuity
- Sales / Events
- Traffic/Bookkeeping
- Technical/Engineering
- Digital

Toward the end of the program (the remaining 40 to 50 hours) it is permissible (even encouraged) to have the intern focus on the one area that most appeals to him/her for more in-depth concentration of effort.

NYSBA – INTERN PROGRAM
1805 Western Avenue
Albany, NY 12203
sandy@nysbroadcasters.org
518-456-8943 fax

Tosh Gi

NEW YORK STATE BROADCASTERS ASSOCIATION INTERN PROGRAM

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- Traffic/Bookkeeping
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- Digital

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NYSBA -- INTERN PROGRAM
1805 Western Avenue
Albany, NY 12203
sandy@nysbroadcasters.org
518-456-8943 fax

Point Guard Advisors Network LLC
 108 Buchmans Close Circle
 Fayetteville, NY 13037
 315-370-9965

Training provided by HR Classroom Training
 support@hrclassroom.com
 877-376-6158

TRAINING

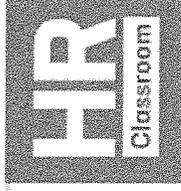
TrainingName	TrainingID	CompanyName	UserName	FirstName	LastName	DateCompleted	DateStarted	Status
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Jordan		10/19/2021 15:37	10/18/2021 9:26	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	o@galaxymedia.com	christie	ns	10/31/2021 15:20	10/31/2021 14:33	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	l.davidson@gmail.com	Spencer	on	11/1/2021 21:15	11/1/2021 20:29	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	zymediapartners.com	Rick		10/14/2021 8:46	10/14/2021 8:23	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	l@hotmail.com	Traci		10/27/2021 22:34	10/27/2021 22:01	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	@galaxymediapartners.com	Joshua		10/25/2021 10:27	10/25/2021 10:15	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Tommy		10/25/2021 22:41	10/25/2021 22:35	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Scott		9/30/2021 10:37	9/30/2021 10:07	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Thomas		10/27/2021 10:19	10/27/2021 8:48	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Stephanie		10/8/2021 8:36	10/8/2021 8:03	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediacompany.com	Jennifer		10/28/2021 8:30	10/28/2021 7:45	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	14@gmail.com	Jacob	e	11/1/2021 20:18	11/1/2021 19:47	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Brandon		10/1/2021 11:56	10/1/2021 11:46	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Jim		10/28/2021 8:47	10/28/2021 8:18	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Aimee		9/29/2021 12:30	9/29/2021 11:59	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	nau@hotmail.com	Bryan		10/28/2021 9:44	10/28/2021 9:39	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	nau@hotmail.com	Bryan		10/28/2021 9:39	10/28/2021 9:23	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	@gmail.com	Michael		10/7/2021 16:57	10/7/2021 16:52	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	@gmail.com	Michael		10/7/2021 16:49	10/7/2021 16:29	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Paul		11/23/2021 13:36	11/23/2021 13:24	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Elise		10/27/2021 14:14	10/27/2021 13:30	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Carrie		10/18/2021 12:27	10/18/2021 12:01	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	g99@gmail.com	Matthew		10/12/2021 14:02	10/11/2021 19:43	Completed
Sexual Harassment Prevention Training for the State of New York	1270	Galaxy Media Partners	alaxymediapartners.com	Tracy		10/26/2021 16:39	10/26/2021 16:27	Completed
Additional Training provided								
Workplace Violence Prevention Training	11	Galaxy Media Partners	@yahoo.com	Janina		1/12/2022 13:46	1/12/2022 13:35	Completed
Termination of Employees Training	72	Galaxy Media Partners	@yahoo.com	Janina		1/12/2022 13:33	1/12/2022 12:13	Completed
Performance Management - A Balanced Scorecard Approach	63	Galaxy Media Partners	@yahoo.com	Janina		1/12/2022 12:13	1/12/2022 11:58	Completed
Interviewing and Hiring Training	70	Galaxy Media Partners	@yahoo.com	Janina		1/12/2022 11:58	1/12/2022 9:52	Completed
Hazard Communications Standard and Modifications by the GHS	373	Galaxy Media Partners	@yahoo.com	Janina	o	1/12/2022 9:52	1/12/2022 9:35	Completed
Fair Labor Standards Act (FLSA) Training	76	Galaxy Media Partners	@yahoo.com	Janina		1/11/2022 15:02	1/11/2022 14:42	Completed
Ergonomics in the Office	57	Galaxy Media Partners	@yahoo.com	Janina		1/11/2022 14:26	1/11/2022 13:50	Completed
Diversity: Awareness to Action	54	Galaxy Media Partners	@yahoo.com	Janina		1/11/2022 13:31	1/11/2022 13:25	Completed
Discipline of Employees Training	71	Galaxy Media Partners	@yahoo.com	Janina		1/11/2022 12:34	1/11/2022 12:29	Completed
Creating and Using Emergency Action Plans	60	Galaxy Media Partners	@yahoo.com	Janina	o	1/11/2022 12:28	1/11/2022 12:18	Completed
Code of Business Conduct and Ethics (State and Local Government version)	504	Galaxy Media Partners	@yahoo.com	Janina		1/11/2022 12:16	1/11/2022 9:22	Completed

Mgmt. Training

2021-22

TrainingName	UserName	FirstName	LastName	DateCompleted	DateStarted	Status	Description
Sexual Harassment Prevention Training for the State of New York		Spencer		11/1/2021 21:15	11/1/2021 20:29	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Christie		10/31/2021 15:20	10/31/2021 14:33	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Bryan		10/28/2021 9:44	10/28/2021 9:39	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Bryan		10/28/2021 9:39	10/28/2021 9:23	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Jennifer		10/28/2021 8:30	10/28/2021 7:45	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Elise		10/27/2021 14:14	10/27/2021 13:30	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Tommy		10/25/2021 22:41	10/25/2021 22:35	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Joshua		10/25/2021 10:27	10/25/2021 10:15	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Carrie		10/18/2021 12:27	10/18/2021 12:01	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Matthew		10/12/2021 14:02	10/11/2021 19:43	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Stephanie		10/8/2021 8:36	10/8/2021 8:03	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Michael		10/7/2021 16:57	10/7/2021 16:52	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Michael		10/7/2021 16:49	10/7/2021 16:29	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Brandon		10/1/2021 11:56	10/1/2021 11:46	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Aimee		9/29/2021 12:30	9/29/2021 11:59	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Jacob		11/1/2021 20:18	11/1/2021 19:47	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Jim		10/28/2021 8:47	10/28/2021 8:18	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Traci		10/27/2021 22:34	10/27/2021 22:01	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Scott		9/30/2021 10:37	9/30/2021 10:07	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Paul		11/23/2021 13:36	11/23/2021 13:24	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Thomas		10/27/2021 10:19	10/27/2021 8:48	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Tracy		10/26/2021 16:39	10/26/2021 16:27	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Jordan		10/19/2021 15:37	10/18/2021 9:26	Completed	SHPT NY Staff
Sexual Harassment Prevention Training for the State of New York		Rick		10/14/2021 8:46	10/14/2021 8:23	Completed	SHPT NY Staff

Diversity: Awareness to Action



CERTIFICATE OF COMPLETION

Diversity: Awareness to Action

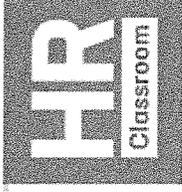
THIS CERTIFIES THAT

janina cosentino

has completed the Diversity: Awareness to Action on Tuesday, January 11, 2022



Fair Labor Standards Act (FLSA) Training



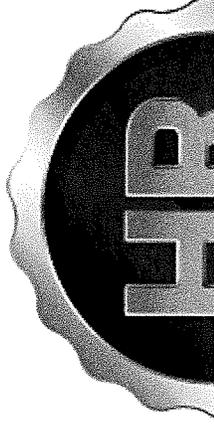
CERTIFICATE OF COMPLETION

Fair Labor Standards Act (FLSA) Training

THIS CERTIFIES THAT

janina cosentino

has completed the Fair Labor Standards Act (FLSA) Training on Tuesday, January 11, 2022



Discipline of Employees Training



CERTIFICATE OF COMPLETION

Discipline of Employees Training

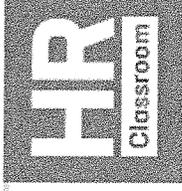
THIS CERTIFIES THAT

janina cosentino

has completed the Discipline of Employees Training on Tuesday, January 11, 2022



Performance Management - A Balanced Scorecard Approach



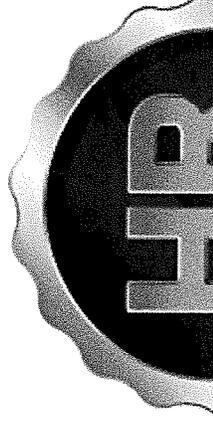
CERTIFICATE OF COMPLETION

Performance Management - A Balanced Scorecard Approach

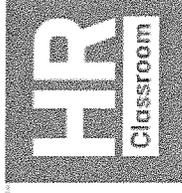
THIS CERTIFIES THAT

janina cosentino

has completed the Performance Management - A Balanced Scorecard Approach on Wednesday, January 12, 2022



Creating and Using Emergency Action Plans



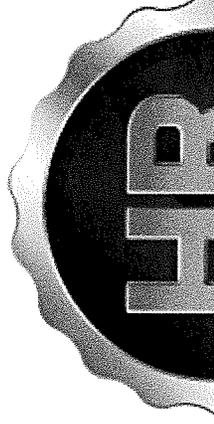
CERTIFICATE OF COMPLETION

Creating and Using Emergency Action Plans

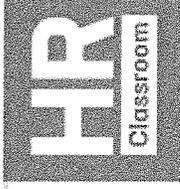
THIS CERTIFIES THAT

janina cosentino

has completed the Creating and Using Emergency Action Plans on Tuesday, January 11, 2022



Code of Business Conduct and Ethics (State and Local Government version)



CERTIFICATE OF COMPLETION

Code of Business Conduct and Ethics (State and Local Government version)

THIS CERTIFIES THAT

janina cosentino

has completed the Code of Business Conduct and Ethics (State and Local Government version) on Tuesday, January 11, 2022



Galaxy Media Partners

TrainingName	TrainingID	UserName	FirstName	LastName	DateCompleted	DateStarted	Status	Description
Workplace Violence Prevention Training	11	Janina C	Janina	C	1/12/2022 13:46	1/12/2022 13:35	Completed	Workplace Viol Prev (STAFF)
Termination of Employees Training	72	Janina C	Janina	C	1/12/2022 13:33	1/12/2022 12:13	Completed	Employee Termination (MGR)
Performance Management - A Balanced Scorecard Approach	63	Janina C	Janina	C	1/12/2022 12:13	1/12/2022 11:58	Completed	Balanced Scorecard
Interviewing and Hiring Training	70	Janina C	Janina	C	1/12/2022 11:58	1/12/2022 9:52	Completed	Interviewing & Hiring (MGR)
Hazard Communications Standard and Modifications by the GHS	37	Janina C	Janina	C	1/12/2022 9:52	1/12/2022 9:35	Completed	Hazard Comm Std incl GHS
Fair Labor Standards Act (FLSA) Training	76	Janina C	Janina	C	1/11/2022 15:02	1/11/2022 14:42	Completed	FLSA - Overview 2004 (MGR)
Ergonomics in the Office	57	Janina C	Janina	C	1/11/2022 14:26	1/11/2022 13:50	Completed	Ergonomics at Office (STAFF)
Diversity: Awareness to Action	54	Janina C	Janina	C	1/11/2022 13:31	1/11/2022 13:25	Completed	Diversity Awareness (STAFF)
Discipline of Employees Training	71	Janina C	Janina	C	1/11/2022 12:34	1/11/2022 12:29	Completed	Employee Discipline (MGR)
Creating and Using Emergency Action Plans	60	Janina C	Janina	C	1/11/2022 12:28	1/11/2022 12:18	Completed	Emgcy Action Plans (STAFF)
Code of Business Conduct and Ethics (State and Local Government version)	504	Janina C	Janina	C	1/11/2022 12:16	1/11/2022 9:22	Completed	Code of Conduct (SLG)

CONTRACT

TK99 Galaxy Media Partners
 235 Walton Street
 Syracuse, NY 13202
 CLASSIC ROCK 99.5/105.5 (315) 472-9111

www.tk99.net

And:

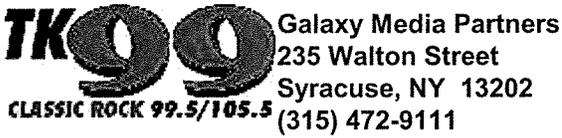
House
 House Account Do Not Mail
 n/a, N/A na

<u>Contract / Revision</u> 69288 /		<u>Alt Order #</u>
<u>Product</u> EEO 2021		
<u>Contract Dates</u> 12/28/20 - 12/26/21		<u>Estimate #</u>
<u>Advertiser</u> House		<u>Original Date / Revision</u> 12/08/20 / 02/18/21
<u>Billing Cycle</u> EOM/EOC	<u>Billing Calendar</u> Broadcast	<u>Cash/Trade</u> Cash
<u>Property</u> WTKW-FM	<u>Account Executive</u> House Local	<u>Sales Office</u> Syracuse/Utica
<u>Special Handling</u> NO Invoice Sent		
<u>Demographic</u> Households		
<u>Agency Code</u>	<u>Advertiser Code</u>	<u>Product 1/2</u>
<u>Agency Ref</u>		<u>Advertiser Ref</u>

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
N 1	WTKW	12/28/20	12/26/21	M-Su	7p-12a		:15			NM	50	\$0.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		12/28/20	01/03/21	MTWTFSS				1	\$0.00			
Week:		01/04/21	01/10/21	MTWTFSS				1	\$0.00			
Week:		01/11/21	01/17/21	MTWTFSS				1	\$0.00			
Week:		01/18/21	01/24/21	MTWTFSS				1	\$0.00			
Week:		01/25/21	01/31/21	MTWTFSS				1	\$0.00			
Week:		02/01/21	02/07/21	MTWTFSS				1	\$0.00			
Week:		02/08/21	02/14/21	MTWTFSS				1	\$0.00			
Week:		02/15/21	02/21/21	MTWTFSS				1	\$0.00			
Week:		02/22/21	02/28/21	MTWTFSS				1	\$0.00			
Week:		03/01/21	03/07/21	MTWTFSS				1	\$0.00			
Week:		03/08/21	03/14/21	MTWTFSS				1	\$0.00			
Week:		03/15/21	03/21/21	MTWTFSS				1	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	53	WTKW	03/22/21-03/28/21	M-Su	7p-12a	MTuWThFSaSu	:15		\$0.00	NM		
	Ⓜ MG for 1.12 03/21											
Week:			03/22/21	03/28/21	MTWTFSS			1	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	54	WTKW	03/29/21-04/04/21	M-Su	7p-12a	MTuWThFSaSu	:15		\$0.00	NM		
	Ⓜ MG for 1.13 03/28											
Week:			03/29/21	04/04/21	MTWTFSS			1	\$0.00			
Week:			04/05/21	04/11/21	MTWTFSS			1	\$0.00			
Week:			04/12/21	04/18/21	MTWTFSS			1	\$0.00			
Week:			04/19/21	04/25/21	MTWTFSS			1	\$0.00			
Week:			04/26/21	05/02/21	MTWTFSS			1	\$0.00			
Week:			05/03/21	05/09/21	MTWTFSS			1	\$0.00			
Week:			05/10/21	05/16/21	MTWTFSS			1	\$0.00			
Week:			05/17/21	05/23/21	MTWTFSS			1	\$0.00			
Week:			05/24/21	05/30/21	MTWTFSS			1	\$0.00			
Week:			05/31/21	06/06/21	MTWTFSS			1	\$0.00			
Week:			06/07/21	06/13/21	MTWTFSS			1	\$0.00			
Week:			06/14/21	06/20/21	MTWTFSS			1	\$0.00			
Week:			06/21/21	06/27/21	MTWTFSS			1	\$0.00			
Week:			06/28/21	07/04/21	MTWTFSS			1	\$0.00			

(* Line Transactions: N = New, E = Edited, D = Deleted)

Galaxy Communications and its stations do not discriminate in advertising contracts on the basis of race, ethnicity or gender, and will not accept any advertising which is intended to discriminate on the basis of race, ethnicity or gender. Advertiser represents and warrants that it is not purchasing advertising time from Licensee or its stations that is intended to discriminate on the basis of race, ethnicity or gender.



www.tk99.net

<u>Contract / Revision</u> 69288 /	<u>Alt Order #</u>
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<u>Contract Dates</u> 12/28/20 - 12/26/21	<u>Product</u> EEO 2021	<u>Estimate #</u>
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<u>Advertiser</u> House	<u>Original Date / Revision</u> 12/08/20 / 02/18/21
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*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		07/05/21	07/11/21	MTWTFSS				1	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
55	WTKW	07/26/21-08/01/21		M-Su	7p-12a	MTuWThFSaSu	:15		\$0.00	NM		
Ⓜ MG for 1.28 07/10												
Week:		07/12/21	07/18/21	MTWTFSS				1	\$0.00			
Week:		07/19/21	07/25/21	MTWTFSS				1	\$0.00			
Week:		07/26/21	08/01/21	MTWTFSS				1	\$0.00			
Week:		08/02/21	08/08/21	MTWTFSS				1	\$0.00			
Week:		08/09/21	08/15/21	MTWTFSS				1	\$0.00			
Week:		08/16/21	08/22/21	MTWTFSS				1	\$0.00			
Week:		08/23/21	08/29/21	MTWTFSS				1	\$0.00			
Week:		08/30/21	09/05/21	MTWTFSS				1	\$0.00			
Week:		09/06/21	09/12/21	MTWTFSS				1	\$0.00			
Week:		09/13/21	09/19/21	MTWTFSS				1	\$0.00			
Week:		09/20/21	09/26/21	MTWTFSS				1	\$0.00			
Week:		09/27/21	10/03/21	MTWTFSS				1	\$0.00			
Week:		10/04/21	10/10/21	MTWTFSS				1	\$0.00			
Week:		10/11/21	10/17/21	MTWTFSS				1	\$0.00			
Week:		10/18/21	10/24/21	MTWTFSS				1	\$0.00			
Week:		10/25/21	10/31/21	MTWTFSS				1	\$0.00			
Week:		11/01/21	11/07/21	MTWTFSS				1	\$0.00			
Week:		11/08/21	11/14/21	MTWTFSS				1	\$0.00			
Week:		11/15/21	11/21/21	MTWTFSS				1	\$0.00			
Week:		11/22/21	11/28/21	MTWTFSS				1	\$0.00			
Week:		11/29/21	12/05/21	MTWTFSS				1	\$0.00			
Week:		12/06/21	12/12/21	MTWTFSS				1	\$0.00			
Week:		12/13/21	12/19/21	MTWTFSS				1	\$0.00			
Week:		12/20/21	12/26/21	MTWTFSS				1	\$0.00			
Totals											50	\$0.00

Time Period	# of Spots	Gross Amount	Net Amount
12/28/20 -01/31/21	5	\$0.00	\$0.00
02/01/21 -02/28/21	2	\$0.00	\$0.00
03/01/21 -03/28/21	3	\$0.00	\$0.00
03/29/21 -04/25/21	5	\$0.00	\$0.00
04/26/21 -05/30/21	5	\$0.00	\$0.00
05/31/21 -06/27/21	4	\$0.00	\$0.00
06/28/21 -07/25/21	3	\$0.00	\$0.00
07/26/21 -08/29/21	6	\$0.00	\$0.00
08/30/21 -09/26/21	4	\$0.00	\$0.00
09/27/21 -10/31/21	5	\$0.00	\$0.00
11/01/21 -11/28/21	4	\$0.00	\$0.00
11/29/21 -12/26/21	4	\$0.00	\$0.00
Totals	50	\$0.00	\$0.00

Signature: _____ Date: _____

(* Line Transactions: N = New, E = Edited, D = Deleted)

Galaxy Communications and its stations do not discriminate in advertising contracts on the basis of race, ethnicity or gender, and will not accept any advertising which is intended to discriminate on the basis of race, ethnicity or gender. Advertiser represents and warrants that it is not purchasing advertising time from Licensee or its stations that is intended to discriminate on the basis of race, ethnicity or gender.

CONTRACT



Galaxy Media Partners
 235 Walton Street
 Syracuse, NY 13202
 (315) 472-9111

www.espn.com

And:

House
House Account Do Not Mail
 n/a, N/A na

<u>Contract / Revision</u> 69289 /		<u>Alt Order #</u>
<u>Product</u> EEO 2021		
<u>Contract Dates</u> 12/28/20 - 12/26/21		<u>Estimate #</u>
<u>Advertiser</u> House		<u>Original Date / Revision</u> 12/08/20 / 12/17/21
<u>Billing Cycle</u> EOM/EOC	<u>Billing Calendar</u> Broadcast	<u>Cash/Trade</u> Cash
<u>Property</u> WTLA-AM	<u>Account Executive</u> House Local	<u>Sales Office</u> Syracuse/Utica
<u>Special Handling</u> NO Invoice Sent		
<u>Demographic</u> Households		
<u>Agency Ref</u>	<u>Advertiser Ref</u>	
<u>Agy Code</u>	<u>Advertiser Code</u>	<u>Product 1/2</u>

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
N 1	WTLA	12/28/20	12/26/21	M-Su	7p-12a		:15			NM	72	\$0.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
		Week: 12/28/20	01/03/21	MTWTFSS				1	\$0.00			
		Week: 01/04/21	01/10/21	MTWTFSS				1	\$0.00			
		<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>	<u>Rate</u>	<u>Type</u>		
		53	WTLA	01/09/21-01/09/21	M-Su	12a-12a	-----Sa--	:15	\$0.00	NM		
		Ⓢ Bonus										
		Week: 01/11/21	01/17/21	MTWTFSS				1	\$0.00			
		Week: 01/18/21	01/24/21	MTWTFSS				1	\$0.00			
		Week: 01/25/21	01/31/21	MTWTFSS				1	\$0.00			
		Week: 02/01/21	02/07/21	MTWTFSS				1	\$0.00			
		<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>	<u>Rate</u>	<u>Type</u>		
		54	WTLA	02/03/21-02/03/21	M-Su	12a-12a	---W-----	:15	\$0.00	NM		
		Ⓢ Bonus										
		Week: 02/08/21	02/14/21	MTWTFSS				1	\$0.00			
		Week: 02/15/21	02/21/21	MTWTFSS				1	\$0.00			
		Week: 02/22/21	02/28/21	MTWTFSS				1	\$0.00			
		Week: 03/01/21	03/07/21	MTWTFSS				1	\$0.00			
		Week: 03/08/21	03/14/21	MTWTFSS				1	\$0.00			
		Week: 03/15/21	03/21/21	MTWTFSS				1	\$0.00			
		Week: 03/22/21	03/28/21	MTWTFSS				1	\$0.00			
		Week: 03/29/21	04/04/21	MTWTFSS				1	\$0.00			
		<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>	<u>Rate</u>	<u>Type</u>		
		55	WTLA	04/02/21-04/02/21	M-Su	12a-12a	-----F----	:15	\$0.00	NM		
		Ⓢ Bonus										
		Week: 04/05/21	04/11/21	MTWTFSS				1	\$0.00			
		Week: 04/12/21	04/18/21	MTWTFSS				1	\$0.00			
		Week: 04/19/21	04/25/21	MTWTFSS				1	\$0.00			
		Week: 04/26/21	05/02/21	MTWTFSS				1	\$0.00			
		Week: 05/03/21	05/09/21	MTWTFSS				1	\$0.00			
		Week: 05/10/21	05/16/21	MTWTFSS				1	\$0.00			
		Week: 05/17/21	05/23/21	MTWTFSS				1	\$0.00			
		<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>	<u>Rate</u>	<u>Type</u>		
		56	WTLA	05/20/21-05/20/21	M-Su	12a-12a	----Th-----	:15	\$0.00	NM		
		Ⓢ Bonus										

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Galaxy Media Partners
 235 Walton Street
 Syracuse, NY 13202
 (315) 472-9111

<u>Contract / Revision</u> 69289 /	<u>Alt Order #</u>
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<u>Contract Dates</u> 12/28/20 - 12/26/21	<u>Product</u> EEO 2021	<u>Estimate #</u>
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<u>Advertiser</u> House	<u>Original Date / Revision</u> 12/08/20 / 12/17/21
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*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		05/24/21	05/30/21	MTWTFSS				1	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
57	WTLA	05/26/21-05/26/21		M-Su	12a-12a	---W-----	:15		\$0.00	NM		
Ⓢ Bonus												
Week:		05/31/21	06/06/21	MTWTFSS				1	\$0.00			
Week:		06/07/21	06/13/21	MTWTFSS				1	\$0.00			
Week:		06/14/21	06/20/21	MTWTFSS				1	\$0.00			
Week:		06/21/21	06/27/21	MTWTFSS				1	\$0.00			
Week:		06/28/21	07/04/21	MTWTFSS				1	\$0.00			
Week:		07/05/21	07/11/21	MTWTFSS				1	\$0.00			
Week:		07/12/21	07/18/21	MTWTFSS				1	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
58	WTLA	07/18/21-07/18/21		M-Su	12a-12a	-----Su	:15		\$0.00	NM		
Ⓢ Bonus												
Week:		07/19/21	07/25/21	MTWTFSS				1	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
63	WTLA	07/19/21-07/19/21		M-Su	12a-12a	M-----	:15		\$0.00	NM		
Ⓢ Bonus												
Week:		07/26/21	08/01/21	MTWTFSS				1	\$0.00			
Week:		08/02/21	08/08/21	MTWTFSS				1	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
64	WTLA	08/06/21-08/06/21		M-Su	12a-12a	-----F----	:15		\$0.00	NM		
Ⓢ Bonus												
66	WTLA	08/06/21-08/06/21		M-Su	12a-12a	-----F----	:15		\$0.00	NM		
Ⓢ Bonus												
Week:		08/09/21	08/15/21	MTWTFSS				1	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
67	WTLA	08/15/21-08/15/21		M-Su	12a-12a	-----Su	:15		\$0.00	NM		
Ⓢ Bonus												
68	WTLA	08/15/21-08/15/21		M-Su	12a-12a	-----Su	:15		\$0.00	NM		
Ⓢ Bonus												
Week:		08/16/21	08/22/21	MTWTFSS				1	\$0.00			
Week:		08/23/21	08/29/21	MTWTFSS				1	\$0.00			
Week:		08/30/21	09/05/21	MTWTFSS				1	\$0.00			
Week:		09/06/21	09/12/21	MTWTFSS				1	\$0.00			
Week:		09/13/21	09/19/21	MTWTFSS				1	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
69	WTLA	09/17/21-09/17/21		M-Su	12a-12a	-----F----	:15		\$0.00	NM		
Ⓢ Bonus												
Week:		09/20/21	09/26/21	MTWTFSS				1	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
70	WTLA	09/20/21-09/20/21		M-Su	12a-12a	M-----	:15		\$0.00	NM		
Ⓢ Bonus												
Week:		09/27/21	10/03/21	MTWTFSS				1	\$0.00			
<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>		<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
72	WTLA	10/01/21-10/01/21		M-Su	12a-12a	-----F----	:15		\$0.00	NM		
Ⓢ Bonus												
73	WTLA	10/01/21-10/01/21		M-Su	12a-12a	-----F----	:15		\$0.00	NM		
Ⓢ Bonus												
74	WTLA	10/01/21-10/01/21		M-Su	12a-12a	-----F----	:15		\$0.00	NM		
Ⓢ Bonus												
76	WTLA	10/01/21-10/01/21		M-Su	12a-12a	-----F----	:15		\$0.00	NM		
Ⓢ Bonus												

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Galaxy Media Partners
 235 Walton Street
 Syracuse, NY 13202
 (315) 472-9111

<u>Contract / Revision</u>	<u>Alt Order #</u>
69289 /	

<u>Contract Dates</u>	<u>Product</u>	<u>Estimate #</u>
12/28/20 - 12/26/21	EEO 2021	

<u>Advertiser</u>	<u>Original Date / Revision</u>
House	12/08/20 / 12/17/21

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*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>				<u>Spots/Week</u>	<u>Rate</u>			
Week:		10/04/21	10/10/21	MTWTFSS				1	\$0.00			
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	77	WTLA	10/07/21-10/07/21	M-Su	12a-12a	----Th-----	:15		\$0.00	NM		
	Ⓢ Bonus											
Week:		10/11/21	10/17/21	MTWTFSS				1	\$0.00			
	78	WTLA	10/17/21-10/17/21	M-Su	12a-12a	-----Su	:15		\$0.00	NM		
	Ⓢ Bonus											
Week:		10/18/21	10/24/21	MTWTFSS				1	\$0.00			
Week:		10/25/21	10/31/21	MTWTFSS				1	\$0.00			
Week:		11/01/21	11/07/21	MTWTFSS				1	\$0.00			
Week:		11/08/21	11/14/21	MTWTFSS				1	\$0.00			
	79	WTLA	11/13/21-11/13/21	M-Su	12a-12a	-----Sa--	:15		\$0.00	NM		
	Ⓢ Bonus											
Week:		11/15/21	11/21/21	MTWTFSS				1	\$0.00			
Week:		11/22/21	11/28/21	MTWTFSS				1	\$0.00			
	80	WTLA	11/22/21-11/22/21	M-Su 6a-12a	6a-12a	M-----	:15		\$0.00	NM		
	Ⓢ Bonus											
Week:		11/29/21	12/05/21	MTWTFSS				1	\$0.00			
Week:		12/06/21	12/12/21	MTWTFSS				1	\$0.00			
Week:		12/13/21	12/19/21	MTWTFSS				1	\$0.00			
Week:		12/20/21	12/26/21	MTWTFSS				1	\$0.00			
	82	WTLA	12/20/21-12/20/21	M-Su	12a-12a	M-----	:15		\$0.00	NM		
	Ⓢ Bonus											
Totals											72	\$0.00

Time Period	# of Spots	Gross Amount	Net Amount
12/28/20 -01/31/21	6	\$0.00	\$0.00
02/01/21 -02/28/21	5	\$0.00	\$0.00
03/01/21 -03/28/21	3	\$0.00	\$0.00
03/29/21 -04/25/21	5	\$0.00	\$0.00
04/26/21 -05/30/21	7	\$0.00	\$0.00
05/31/21 -06/27/21	4	\$0.00	\$0.00
06/28/21 -07/25/21	5	\$0.00	\$0.00
07/26/21 -08/29/21	9	\$0.00	\$0.00
08/30/21 -09/26/21	6	\$0.00	\$0.00
09/27/21 -10/31/21	11	\$0.00	\$0.00
11/01/21 -11/28/21	6	\$0.00	\$0.00
11/29/21 -12/26/21	5	\$0.00	\$0.00
Totals	72	\$0.00	\$0.00

Signature: _____ Date: _____

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CONTRACT



www.espn.com

And:

House
House Account Do Not Mail
n/a, N/A na

Contract / Revision 69290 /		Alt Order #
Product EEO 2021		
Contract Dates 12/28/20 - 12/26/21		Estimate #
Advertiser House		Original Date / Revision 12/08/20 / 12/27/21
Billing Cycle EOM/EOC	Billing Calendar Broadcast	Cash/Trade Cash
Property WTLB-AM	Account Executive House Local	Sales Office Syracuse/Utica
Special Handling NO Invoice Sent		
Demographic Households		
Agy Code	Advertiser Code	Product 1/2
Agency Ref	Advertiser Ref	

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/Week	Rate	Type	Spots	Amount
N 1	WTLB	12/28/20	12/26/21	M-Su	7p-12a		:15			NM	134	\$0.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>	<u>Spots/Week</u>			<u>Rate</u>				
Week:		12/28/20	01/03/21	MTWTFSS	1			\$0.00				
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	53	WTLB	12/28/20-12/28/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
		Ⓢ Bonus										
	54	WTLB	12/28/20-12/28/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
		Ⓢ Bonus										
	55	WTLB	12/28/20-12/28/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
		Ⓢ Bonus										
	56	WTLB	12/28/20-12/28/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
		Ⓢ Bonus										
	57	WTLB	12/28/20-12/28/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
		Ⓢ Bonus										
	58	WTLB	12/28/20-12/28/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
		Ⓢ Bonus										
	59	WTLB	12/28/20-12/28/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
		Ⓢ Bonus										
	60	WTLB	12/28/20-12/28/20	M-Su	12a-12a	M-----	:15		\$0.00	NM		
		Ⓢ Bonus										
Week:	01/04/21	01/10/21	MTWTFSS	1	\$0.00							
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	61	WTLB	01/09/21-01/09/21	M-Su	12a-12a	-----Sa--	:15		\$0.00	NM		
		Ⓢ Bonus										
Week:	01/11/21	01/17/21	MTWTFSS	1	\$0.00							
Week:	01/18/21	01/24/21	MTWTFSS	1	\$0.00							
Week:	01/25/21	01/31/21	MTWTFSS	1	\$0.00							
Week:	02/01/21	02/07/21	MTWTFSS	1	\$0.00							
	<u>Spot</u>	<u>Ch</u>	<u>Date Range</u>	<u>Description</u>	<u>Start/End Time</u>	<u>Weekdays</u>	<u>Length</u>		<u>Rate</u>	<u>Type</u>		
	62	WTLB	02/03/21-02/03/21	M-Su	12a-12a	---W-----	:15		\$0.00	NM		
		Ⓢ Bonus										
	63	WTLB	02/03/21-02/03/21	M-Su	12a-12a	---W-----	:15		\$0.00	NM		
		Ⓢ Bonus										
	64	WTLB	02/03/21-02/03/21	M-Su	12a-12a	---W-----	:15		\$0.00	NM		
		Ⓢ Bonus										
Week:	02/08/21	02/14/21	MTWTFSS	1	\$0.00							

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Pippin, F. Scott

From: Zach Fenner <[redacted]@galaxymediapartners.com>
Sent: Wednesday, April 6, 2022 2:00 PM
To: Janina Cosentino
Subject: Job Fair Stuff
Attachments: Union Station Job Fair Permit signed.pdf

Here's what information I have about the Job Fairs & Recruiting tools we used in 2020-2021

We created and facilitated 6 job fairs in the Utica & Syracuse markets from July to September 2021. We also used it as an on-site recruiting tool for Galaxy.

Recruit CNY website: <https://www.recruitcny.com/>

Galaxy Recruitment listing: <https://www.recruitcny.com/job-listings>

Recruit CNY Facebook recruitment page: <https://www.facebook.com/RecruitCNY>

Recruit CNY Job Fair dates & locations screenshotted here:

2021 Recruit CNY Job Fairs



Syracuse, NY

Utica, NY

Presented by Rapid Response Monitoring

July 20th / August 17th / September 14th

July 27th / August 24th / September 21st

3pm-6pm

3pm-6pm

Union Station (Boehlert Transportation Center)

D Shed (CNY Regional Market)

321 Main St, Utica, NY 13501

2100 Park St, Syracuse, NY 13208

[Learn more](#)

[Learn more](#)

Permit attached for Union Station. I can't seem to find the one for the Regional Market. I also have miscellaneous forms for our vendors, plus pictures of the events if you need them.

Back in March of 2020 we attended a Job Fair at SUNY Oswego:

SUNY Oswego Career Fair

3/4/2020 4pm-6pm

SUNY Oswego Campus

30+ hiring companies on-site

Collected 20+ resumes



2100 Park Street, Syracuse, NY 13208
Phone (315) 422-8647 ~ cnyrma@gmail.com

Letter of Agreement

This Letter of Agreement is between the Central New York Regional Market Authority (Authority) and Galaxy Media Partners for the dates of 9/27/21, 8/24/21, and 9/21/21 for the event known as Job Fair for Onondaga County and hosted by Galaxy Media Partners.

This agreement is to outline the facilities, equipment and services that the Authority will provide Galaxy Media Partners for the event.

Facilities

The Authority will provide Galaxy Media Partners with use of the D-Shed and all adjacent parking lots. The Authority will allow for the use of the E-Shed restrooms. The Authority reserves the right to exclude designated areas if it is to meet the needs of the Authority. Cooking is prohibited inside the building(s).

Set-up for the event may begin no sooner than 1:00PM on 9/27/21, 8/24, and 9/21 and Breakdown in the D-Shed must be completed after the event on/or before 6:45PM.

Equipment

The Authority shall include any of the equipment that the Authority staff will use while providing included services.

Services

The Authority will provide Galaxy Media Partners with electricity during the event along with removal of garbage and trash, sweep the grounds in and around the event, and service the two restrooms provided for the event.

Should Galaxy Media Partners wish to have security at the event, they will be responsible for providing security inside the event and the Authority will have no less than one (1) uniformed security guard on site for the duration of the event and for the grounds of the Authority.

Galaxy Media Partners Responsibilities

Galaxy Media Partners will be responsible for providing all other requirements of the event, including but not limited to; organizing the event such as booking talent, sound and lights, security, any additional electrical services that the Authority staff cannot provide, and the contracting of any event series or equipment beyond what is covered in the Authority's responsibilities.

Galaxy Media Partners shall also provide the Authority with their Certificate of General Liability Insurance, with no less than two million dollars (\$2,000,000.00) each occurrence, naming CNY Regional Market Authority, 2100 Park Street, Syracuse, NY 13202, as Additional Insured Certificate Holder.

Payment/ Deposit

The Authority agrees to provide the aforementioned facilities, equipment, and services for the event for four hundred dollars (\$400.00). Payment shall be due Tuesday, July 20, 2021, one week prior to set up, in the form of cash or check. Payment may be mailed or hand delivered to CNY Regional Market Authority, 2100 Park Street, Syracuse, NY 13202. Failure to make this payment will result in this Agreement being rendered null and void.

X 

Rachael W.
Market Manager, CNYRMA

X 

Nick Maine, Chief Revenue Officer,
Galaxy Media Partners



New York State Broadcasters Association, Inc.

April 23, 2021

Mr. Ed Levine
CEO
Galaxy Media
235 Walton Street
Syracuse, NY 13202

Dear Ed,

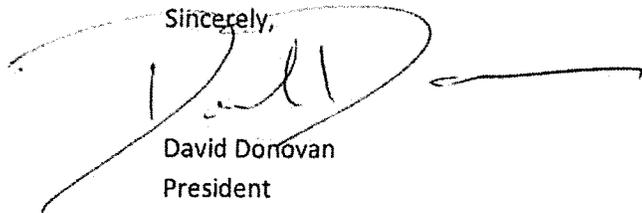
Thank you for participating in the New York State Broadcasters Association's college outreach program focusing on Careers in Local Media on April 15th. Your session included students from:

- SUNY Fredonia
- SUNY Brockport and the
- S.I. Newhouse School of Public Communications at Syracuse University

Approximately 19 students attended. Attached please find a print out of the time date and attendees of the webinar.

Again, thank you for reaching out to college students to help them begin their careers in broadcasting. College outreach programs of this type help a station meet its EEO obligations under the FCC's rules. Accordingly you should consider placing this letter in your stations files.

Sincerely,



David Donovan
President

Attendee Report **SUNY Fredonia** **SUNY Brockport** **Syracuse**

Report Generated: 4/22/2021 12:12

Topic: Webinars ID: 961 0755 Actual Start Time: 4/15/2021 16:39 Actual Duration (minu): 98 # Registered: 19 # Cancelled: 0 Unique Viewers: 15

Host Details: User Name (Original Email): David D...@nysbroac... Join Time: 4/15/2021 16:39 Leave Time: 4/15/2021 18:17 Time in Session (minut): 98 Country/Region: United States

Panelist Details

Attended	User Name (Original Email)	Join Time	Leave Time	Time in Session (minut)	Country/Region
Yes	Nicole @hot97.com	4/15/2021 16:44	4/15/2021 18:17	93	United States
Yes	Wendy @wroctv.com	4/15/2021 16:51	4/15/2021 18:17	87	United States
Yes	Rob King@WKB	4/15/2021 16:59	4/15/2021 18:17	79	United States
Yes	Kaylin idwell@to	4/15/2021 16:49	4/15/2021 18:17	89	United States
Yes	Ed I @gmail.cor	4/15/2021 16:40	4/15/2021 18:17	98	United States



CAREERS

COLLABORATE. CREATE. CONNECT.



PERKS & BENEFITS

GALAXY THRIVES IN AN ENERGETIC, ENTHUSIASTIC ATMOSPHERE WHERE GROWTH & CREATIVITY IS ENCOURAGED. WE'D LIKE TO THINK WE'RE FUNNY, SMART & GOOD LOOKING BUT HERE ARE SOME PERKS BEYOND THAT:

FOR EMPLOYMENT CONSIDERATION, PLEASE CONTACT:

Galaxy Media – Syracuse

235 Walton Street

Syracuse, NY 13202

Phone: 315.472.9111

Email: careers@galaxymediapartners.com

Galaxy Media – Utica

520 Seneca St, Suite 101

Utica, NY 13502

Phone: 315.797.1330

Email: careers@galaxymediapartners.com

We Are An Equal Opportunity Employer

EEO PUBLIC FILE REPORT UTICA

EEO PUBLIC FILE REPORT SYRACUSE