

Board of Directors Monthly Meeting
Monday, December 16, 2019 at 5:00 PM

MINUTES

- A. Call to Order: The meeting was called to order at 5:00 PM by President Randy Parker.**
- B. Roll Call: Present were President Randy Parker, Secretary Mary Corcoran, Treasurer Brad Reynolds, Members Sue Bergstrom, Bill Black, Frank Cook, Amy Houck, and Shane Kimberlin (arrived 5:05PM). Also present was General Manager John Anderson. Absent; Jennie Hillar.**
- C. Announcements and Introductions: There were no announcements or introductions.**
- D. Approval of Agenda: Bergstrom moved to approve the agenda as presented. The motion was seconded by Reynolds and passed unanimously.**
- E. Approval of Minutes from previous meetings: Reynolds moved to accept the meeting minutes of November 11, 2019. The motion was seconded by Cook and passed unanimously.**
- F. Education Minute**
 - 1. Bergstrom described the financial audit process required of KCHU including the following:**
 - a. Initiated by a letter of agreement with Foster and Co. and payment followed by a chain of financial documents including bank statements, account balance sheets, QuickBook records, verification from grantors and the bank**
 - b. Supported by documents that verify random expense items and deposits**
 - c. The majority of transmissions are electronic, following procedural questionnaire and practices**

- d. Financial reports from auditor are needed to tax return and CPB.**
- e. at this point Foster and Co is finalizing the audit. When complete this will be uploaded on the CPB website and signed off.**

2. Assignment for next meeting: None

G. Information Items:

- 1. Board member Contact List update (attached): Corcoran recorded corrections and will sent an update to all members marked "FINAL".**
- 2. Diversity Policy (attached): Corcoran will revisit this at the next meeting as she received new relevant information that may be useful.**
- 3. Cordova Fundraiser update: Houck and Reynolds**
 - a. Houck and Reynolds have brainstormed details of a spring concert in Cordova. This event may include an Open Mic event with stories, music, reading, etc.**
 - b. They are also considering an event every other month at the local Cordova coffee house using the "Studio in a Box" to record/broadcast presentations. Houck suggested modeling a program on "Mud Rooms" (Juneau), ie. seven storytellers telling seven minutes stories and based on a theme. Bergstrom supported putting the mini studio to use, cautioning the time/labor intensive editing process. It was suggested to record one story at a time. Parker emphasized airing the production. Kimberlin also suggested putting presentations online.**
 - c. Houck and Reynolds will revisit this in late winter.**
- 4. Alyeska Grant Application update: Bergstrom**
 - a. It appears that Alyeska has changed their funding request procedure. Bergstrom was**

directed to a site requiring an Alyeska employee match. She will pursue the possibility of asking about their contribution by underwriting.

H. Old Business – None

I. New Business - None

J. General Manager's Report -

- 1. Anderson addressed the Building Committee regarding the exterior light used by the building tenant that may have a dysfunctional switch. Cook volunteered to trouble shoot a fix.**
- 2. The Governor's December 2019 budget includes no changes from the 2019 legislative session.**
 - a. For the second year in a row, the APBC will not be funded.**
 - b. After 10 years of flat funding, CPB has a funding increase of \$10 million. The KCHU base grant may increase by a couple of thousand. Sole service grants are increased. Most of the CPB increase will go to public TV stations. KCHU expects to receive \$250,000 with 2 full time employees.**
 - c. KCHU has received its current CPB payment, its 2020 gaming license, and has dropped the AP wire service, as there is an alternate no-cost source.**
- 3. Shannon Kelly is returning this week, Gabriella Palko returns in January and Shahmeer Azmaat is leaving for career opportunity in Seattle**
- 4. KCHU may be losing its GCI internet service (redundancy measure). They disconnected stations over \$119 bill. Bergstrom will try to arrange a solution.**
- 5. As there is interest to rent office space in the KCHU building, it needs to be made available. This**

is also beneficial given the KCHU budget constraints.

- 6. Anderson praised recent efforts to hold special events which have increased donations to the station—important for this quarter’s finances.**

K. Committees Updates-See Committee listing for members

- 1. Building- see General Manager’s report**
- 2. Finance- see Bergstrom’s audit information**
- 3. Brotcom- see Corcoran’s deferred Diversity policy report**
- 4. Fundraising:**
 - a. Kimberlin reported that by the next meeting he will have a lead on an event coordinated with Christine O’Connor.**
 - b. James Devens and Shannon Kelly are planning an event for either January or February.**
 - c. Anderson related that Shana Anderson suggests staging a jewelry fundraiser around Valentines Day.**

L. Schedule next meeting: The next meeting was scheduled for Monday, Jan 20, 2020, at 5:00 pm by acclamation.

- 1. Members excused from next meeting_____**

M. Adjournment: Kimberlin moved to adjourn. Corcoran seconded and the motion passed unanimously. Parker adjourned the meeting at 5:56 pm.

Committee Membership

- a. Building Committee - Cook, Parker, Blehm**
- b. Finance - Kimberlin, Bergstrom, Parker**
- c. Fundraising - Houck, Kimberlin, Devens, O’Connor**
- d. Events - Kimberlin, Blehm, Devens, Black**
- e. Board Recruitment, Orientation and Training - Houck, Corcoran, and Bergstrom**