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 Valentine's 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