

Terminal Radio, Inc.
128 Pioneer Drive
PO Box 467.
Valdez, Alaska 99686

Meeting Location: 128 Pioneer Dr, Valdez
Teleconference: Outside 907 area code **1+844 844-0414**
Within 907 area code- toll charges may apply: **1+605 313-4351**
Conference Code: **7898321**

Board of Directors Membership Meeting
Monday, January 16, 2023 at 5:00 PM

MINUTES

- A. Call to Order: The meeting was called to order at 5:12 PM by Secretary Mary Corcoran.**
- B. Roll Call: Present were President Randy Parker, Secretary Mary Corcoran, Members Bill Black and Dave Hollis. Also present were Director Administration and Business Sue Bergstrom and Director of Programming and Operations James Devens. Absent; Greg Parrish and Treasurer Shane Kimberlin.**
- C. Announcements and Introductions:**
 - 1. Introduce nominee Scott Pegau - Pegau is a long time member of public radio who is hoping to give back a little bit more as a candidate for the Board.**
 - 2. Address to membership from the Board President - None**
- D. Approval of Agenda: Hollis moved to approve the agenda. The motion was seconded by Black and passed unanimously.**
- E. Approval of Minutes from previous meetings: Hollis moved to accept the meeting minutes of December 5, 2022. The motion was seconded by Black and passed unanimously.**
- F. New Business**
 - 1. Count ballots and Certify election. Corcoran reported that 30 ballots were returned. Membership totals 131. Each of candidates received a majority of votes. Bergstrom explained some errors in marking ballots and will adjust that process with the next election. Hollis moved to certify the election results. The motion was seconded by Black and passed unanimously.**
- G. Education Minute**

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1. Devens briefed the Board on the lack of KCHU signal at Tatitlek. This was attributed to an electrical outage. To avoid this particularly in the case of an emergency, the engineer's recommendations include redundant equipment, replacing equipment/software and a KCHU battery backup onsite. This would probably cost \$10,000-\$15,000. Devens researched quotes that could possibly be funded by grants. Based on its equipment, Cordova's broadcast is probably also vulnerable. This would involve CVT and local governments. Hollis questioned whether KCHU is legally required to broadcast emergency news. KCHU is a legal broadcast station and should be reliable for such broadcasts. Hollis asked about the existence of a State of Alaska broadcast system. Although FEMA sends out state/federal notices, municipalities are responsible for local emergency broadcasts. KCHU is not required to make sure equipment is working in an emergency. The board should consider how best to reinforce broadcasts from remote sites, plan for emergencies, redundancy, cost and necessity.

2. Assignment for next meeting: None

H. Information Items:

- 1. Emergency Alert Signal equipment cost: Devens informed the Board that as of January 1, our current system EAS CAP will have no support to updates or security. APRN, Van Craft and Coast Alaska engineers recommend switching to vendor SAGE. This requires an engineer to install and cost is probably between \$5,000-7,000. FEMA funds may not be applicable which are available in the spring. The board may need to decide whether to wait for FEMA or pay now or look for a grant.**
- 2. Board training: Bergstrom needs to schedule training that involves travel to Valdez on a Friday through Sunday between Feb. 1 and June 30. She will email the**

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exact date to members tomorrow. Members are asked to email her more than one date so she can coordinate with the Foraker Group. It's important to do this before grant monies expire.

3. Old Business - None

4. Director of Business and Administration Evaluation - Corcoran will email Board members to schedule this for a work session.

I. New Business-None

J. Director of Administration Report (see Director report and Financials)- Bergstrom will send board members a breakdown of financial accounts that shows subcategories within accounts.

K. Director of Programming and Operations Report

1. FM transmitter progress: With the City of Valdez grant award, the FM transmitter fund is nearly adequate to cover consulting with the tower crew, the contract engineer and equipment vendor. There may be a difference between FM and AM programming in Valdez. Devens will contact the Community Advisory Board (CAB) soon for input. A speculative FM schedule is set. There is a need to isolate the 2 broadcasts. A possibility is to have the current production studio to become the FM studio with a channel switch to broadcast FM live. This will involve a lot of logistics, including a fresh look to update a 2 year old list. This will be worked out in the next month or two.

2. Two recent fundraising events went well due in large to volunteers including the New Years Eve dance. Devens suggested sending KCHU thank you cards to show appreciation for volunteers. Corcoran spoke in support.

3. PWSCC students may be interested in interning at KCHU. Devens said this is worth exploring. Additionally someone in Valdez may be interested in

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**working at KCHU. This could increase on-air help.
Limiting factors are interest and wage grade.**

- L. Committees Updates-See Committee listing for members**
 - 1. Brotcomm: Corcoran will send board member documents to new member Pegau.**
 - 2. Building: Devens informed the board that the trim inside the tenant's stair window needs to be replaced with vinyl. In the spring, stairs leading to the tenant's second floor office must be replaced as the concrete is deteriorating. This will require the purchase of materials/tools and board approval.**
 - 3. Events: Devens announced a Valentines Day fundraiser on February 14 to include dedicated music from 12:30-4pm and 8-10pm or so. Also see K.2.**
- M. Schedule next meeting: The next meeting was scheduled for Monday, February 13, at 5:00 pm by acclamation.**
 - 1. Members excused from next meeting_____**
- N. Adjournment: Hollis moved to adjourn. Black seconded and the motion passed unanimously. Corcoran adjourned the meeting at 6:57 pm.**

Committee Membership

- a. Building Committee - Parker, Devens**
- b. Finance - Kimberlin, Bergstrom, Parker,**
- c. Fundraising - Kimberlin, Devens, Hollis,**
- d. Events - Kimberlin, Devens, Black, Hollis,**
- e. Board Recruitment, Orientation and Training - Corcoran, Bergstrom**