

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 Monthly Meeting
Wednesday February 15, 2023 at 5:00 PM

MINUTES

- A. Call to Order: The meeting was called to order at at 5:10 PM by Greg Parrish.**
- B. Roll Call: Present were, Secretary Mary Corcoran, Members Bill Black, Dave Hollis, Scott Pegau and Greg Parrish. Also present were Director Business and Administration Sue Bergstrom (arrived 5:55pm) and Director of Programming and Operations James Devens. Absent; Treasurer Shane Kimberlin and President Randy Parker.**
- C. Announcements and Introductions: Parrish welcomed Pegau to the board.**
- D. Approval of Agenda: Pegau moved to approve the agenda. The motion was seconded by Hollis and passed unanimously.**
- E. Approval of Minutes from previous meetings: Parrish moved to accept the meeting minutes of January 16, 2023 The motion was seconded by Hollis and passed unanimously.**
- F. Education Minute -Devens spoke on a variety of topics**
 - 1. The Valentine Fundraiser: Reaped a total donation of \$450. This is partly because KCHU is not broadcasting in Cordova at this time and in general people are not able to spend as much.**
 - 2. Streaming computer: After researching different options, Devens recommends Stream Guys. This service is more expensive than the current service and but is more affordable than current quotes. Their “A” package features a “Streaming appliance” which negates having a computer. Devens needs more technical data to request a quote.**
 - 3. FM quotes and budget: The large infrastructure installation price has inflated. Previously it was \$104K vs 156K now. Quotes expire soon. Devens proposes an a la carte instead of a package which will put much of the work on him. Because it’s not a package, Devens recommends listing on-air positions while he is working on setting up FM installation in studio and onsite. Bergstrom has budgeted 1.5 positions and needs to verify this. Devens also recommends increasing the wage for this position, ie.**

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APRN standard \$24/hr. Pegau suggested \$20/hr. Black asked why Valdez needs FM. Devens responded that there would be an increase listenership and FM has better fidelity. Lots of technology does not pick up AM.

4. Next agenda: Consider an additional On-air position to relive increased demands on Devens' time.

5. Assignment for next meeting: None

G. Information Items:

- 1. Request to the Board regarding Willow Mountain booster (attached). Devens advised the board that the cost of a booster is about \$1,000/month. Parrish will respond to the listener. Corcoran offered to donate a Yagi antenna if that would help.**
- 2. Explanation of the difference between AM and FM programming. The FM signal caters to local interest.**
- 3. CAB status: The CAB met as individuals on September 4 and January 8, by telephone with Devens. Membership needs a full roster. There will be a meeting in the future. Parrish asked to see CAB communications. Devens offered summaries. The CAB approved substitution of shows in October in 3 separate phone calls. Has social media advertised for more members? Bergstrom informed the board that as KCHU members they can contact CAB members. Specifically members should contact Jim Odom, CAB president.**
- 4. Differences in broadcast volume levels: Content is delivered from different sources and do not normalize. Direct feed to transmitters do not have onboard digital modeling/normalization.**
- 5. Planning calendar (attached)**
 - a. Parrish asked about holding any other fundraising events, ie. holiday based and/or once a month. Devens suggested fundraising could be a topic for a future board session. Events can fundraise but also require expense. Devens observed that evenings could be best for on air fundraising.**
 - b. Devens recommended soliciting candidates for board positions in August- 3 months before the annual election.**
 - c. Parrish asked the board to send emails or phone calls with changes to calendar.**

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H. Old Business–

1. EAS replacement options for the station-

- a. Spend the money upfront at approximately \$7,000. Because funding may tap into the FM transmitter funding, this expense may cause transmitter delays or lower its standard. This option is no longer available.**
- b. Pursue a grant application for payment.**
- c. Wait for possible FEMA funding. The EAS will function until October 1. At that time it will be shut off. Dedicated EAS may be needed for both AM and FM signals. Cost is estimated at \$10,000. Bergstrom may include it in the Murdoch grant application. Pegau also recommended including it in the FEMA grant application and others. This should be addressed at the next meeting.**

- 2. Replace routers/software at remote sites that are no longer supported. Costs normally include travel, lodging, engineering, proprietary equipment/software, and telecom equipment. Devens will get new hardware to volunteers Dave Branshaw in Cordova and Jed Palmer in Tatitlek. KCHU volunteers as well as local telecom need thanks you's. Parrish asked for information on what equipment is where. Tatitlek equipment failed on January 2, and again on February weeks 1-2. Cordova is down now. Available budget and time limit inventory and repair. We do need an inventory of equipment, software and power supplies. Pegau offered to take pictures of serial numbers etc. at Cordova and to help Dave Branshaw.**

I. New Business

- 1. Board officer elections: tabled**

J. Director of Administration Report (attached)

- 1. Corcoran asked about who would complete the technological needs for the JR Murdoch grant. Bergstrom stated that Devens is working on it and they would finish that together.**

K. Director of Programming and Operations Report: See F2

L. Committees Updates-See Committee listing for members

- 1. Building Committee- The station roof needs to be shoveled. A crew has agreed do it for \$800.**

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M. Schedule next meeting: The next meeting was scheduled for Monday, March 6, 2023, at 5:00 pm by acclamation.

1. Members excused from next meeting_____

N. Adjournment: Corcoran moved to adjourn. Pegau seconded and the motion passed unanimously. Parrish adjourned the meeting at 7:07 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, Parker**