

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
Monday August 14, 2023 at 5:00 PM

MINUTES

- A. Call to Order:** The meeting was called to order at 5:06pm PM by Vice President Scott Pegau.
- B. Roll Call:** Present were, Vice President Scott Pegau, Secretary Mary Corcoran, Members Bill Black and Dave Hollis. Also present were Director Business and Administration Sue Bergstrom and Director of Programming and Operations James Devens. Absent; President Randy Parker, Treasurer Shane Kimberlin, and Greg Parrish.
- C. Announcements and Introductions:** There were no announcements or introductions.
- D. Approval of Agenda:** Hollis moved to approve the agenda. The motion was seconded by Black. Corcoran asked to add an Executive session after committee updates. With this addition the motion to approve passed unanimously.
- E. Approval of Minutes from previous meetings:** Hollis moved to accept the meeting minutes of July 17, 2023. The motion was seconded by Pegau and passed unanimously.
- F. Education Minute -**
- 1.** Devens described the location and types of KCHU broadcast facilities
 - a.** The Glennallen facility, on Tolsona Ridge, is the largest non repeater station at 1000w. Costs include rent at over \$1100/month and electricity charged by CVEA.
 - b.** Other non repeater stations are KMXT (McCarthy), transmitters service provided by CVT in Tatitlek (housed at the school), and Cordova CVT shack.
 - c.** The Chenega facility managed by the Native Village of Chenega which rebroadcasts the Valdez AM signal and translates it to FM.
 - d.** The Whittier equipment is in harbormaster's office which also provides complementary antenna mount, internet and electricity.
 - e.** Valdez 770 AM has a 10,000w transmitter on Old Town property leased from City of Valdez.
 - f.** More information was presented regarding electricity interruptions.
 - 2. Assignment for next meeting:** None
- G. Information Items:**
- 1.** Board calendar revised 7/2023, emailed to the Board on 8/10/23 - Corcoran. **The Board made no changes.**

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2. “KCHU draft Strategic Plan FY24-26” draft v2. Revised 7/17/23, emailed 7/18/23 - [moved to Old Business for action.](#)
3. Board Member self-evaluation emailed, 7/18/23 - [Corcoran will send reminders to members to complete this.](#)

H. Old Business

1. Hollis moved to adopt the “KCHU draft Strategic Plan FY24-26” draft v2. Revised 7/17/23, emailed 7/18/23. Strategic Plan. The motion was seconded by Corcoran and passed unanimously.

I. New Business-None

J. Director of Business and Administration Report (attached) Additions follow:

1. The Federal CPB grant is expected to arrive in November. Bergstrom spoke to funds needed for operating expenses prior to that.
2. An October event could combine the annual membership meeting with the announcement of board election results. The last week of Aug 28 through Labor day 9/5 could be a fundraiser opportunity. Bergstrom will email a schedule on which volunteers may sign up for pitching. The Fund drive must conclude by Sept 6 or 7 to match the 30 day window prior to the Annual Member Meeting on Thursday, October 12. The Fundraising committee and BROTCOMM need to plan for this. As Devens will be occupied during the final week of Aug with the automation project, Bergstrom asked him to find volunteers that could help with fundraising.

K. Director of Programming and Operations Report (attached) Additions follow:

1. Pegau mentioned that Cordova Electric Cooperative grant application whose deadline just closed. Devens encouraged the board to bring up any opportunities of which they become aware.
2. The FM project needs more funds as there is about \$14,000 remaining in the building account. Devens advocated for a direct mail for membership pointing to a lack of state funding. He cautioned that October 12 may/may not make the FM on-air date due to unforeseen circumstances including funding.
3. Pegau asked about contacting businesses for donations/underwriting. Bergstrom referred to information on the website that can be used making phone contact with donors. There was discussion about how much the station will need prior to the CPB grant. Hollis asked about the possibility of obtaining a loan. Bergstrom will send more information about this tomorrow while noting that in-kind donations do not qualify for non federal funds.

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4. Devens reported that free programs are nearing the end of their limited runs. The station will need more paid programs which range \$300-\$1800 annually.
 5. Outreach for volunteers is another need to address.
 6. The Emergency Alert System needs to be replaced in October. It will cease working on January 1, 2024. Bergstrom added that FEMA funds will cover technical engineering but the award timeline is unknown at this time.
 7. The Streaming computer should work with new automation. Van Craft needs to be consulted for programming.
 8. The Air check logger will need to be replaced at approximately \$2,000.
- L.** Committees Updates-See Committee listing for members
1. **Finance:** Pegau has received financials and will need some time to review them.
 2. **Fundraising/Events:** Need to meet. Hollis will promote a fundraiser in McCarthy.
- M.** **Executive Session Personnel** - Hollis moved to go into Executive Session at 6:16pm. The motion was seconded by Black and passed unanimously. The session concluded and returned to open meeting at 6:41.
- N.** Schedule next meeting: *The next meeting was scheduled for Monday, 9/11/23, at 5:00 pm by acclamation.*
1. *Members excused from next meeting_____*
- O.** Adjournment: Hollis moved to adjourn. Black seconded and the motion passed unanimously. Pegau adjourned the meeting at 6:52 pm.

Committee Membership

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