

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 September 11, 2023, 2023 at 5:30 PM

MINUTES

- A. Call to Order:** The meeting was called to order at 5:34 PM by President Randy Parker.
- B. Roll Call:** Present were President Randy Parker, Vice President Scott Pegau, Secretary Mary Corcoran, and Member Dave Hollis. Also present were Director Business and Administration Sue Bergstrom and Director of Programming and Operations James Devens. Absent; Treasurer Shane Kimberlin, Bill Black, and Greg Parrish.
- C. Announcements and Introductions:** There were no announcements or introductions.
- D. Approval of Agenda:** Pegau moved to approve the agenda as amended. Pegau asked to include under item **H.I. Loan to fund operations**. The motion was seconded by Hollis and passed unanimously.
- E. Approval of Minutes from previous meetings:** Hollis moved to accept the meeting minutes of August 14, 2023. The motion was seconded by Pegau and passed unanimously.
- F. Education Minute**
1. None
 2. Assignment for next meeting: None
- G. Information Items:**
1. **Annual Member meeting.** Corcoran asked about when and where it would take place and its connection to the FM project progress.
 - a. Bergstrom noted that the ballot needs to be full. Currently there are three open positions. Bergstrom will draft a script which Parker volunteered to air.
 - b. Bergstrom suggested holding a fundraiser during the second week of October following PFD deposits.
- H. Old Business -None**
- I. New Business**
1. **Bergstrom: Funding Operations—Loan and other other cost savings: KCHU** has large capital assets currently but a shortage of cash-on-hand. She will approach Will Stark at First National Bank about a loan. Bergstrom and Devens discussed how much is needed to borrow and repay funds. Parker urged this initial talk with Board direction. Devens addressed temporarily turning off the AM signal as cost savings. KCHU must broadcast at its rated wattage during the day. Devens will research the possibilities and consequences of short and long term decreases.
- J. Director of Administration Report (attached) Additions follow:**
1. Bergstrom can transfer funds from the building account to cover payroll, phone, electric and the engineer. Devens questioned how much money is needed before federal funds arrive. Pegau and Bergstrom agreed that easily \$30,000 is needed. Pegau asked if the amount budgeted for maintenance might be low. Bergstrom reminded the Board that this is a working document. Pegau asked about Devens

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input on the maintenance budget. Devens has worked on maintenance at the lowest possible cost. Historically that budget has been higher. Fuel and backup generators do not appear in the budget. Devens elaborated about variances on fuel demands at the transmitter site. Pegau concluded that realistically more maintenance funds should be reflected in the budget. Bergstrom and Devens discussed fuel needs and costs for both generators. Devens asked to add generator fuel to the budget and that both generators need to be serviced by experts. Bergstrom will adjust the maintenance number. Corcoran asked for an Education Minute on the Proposed Budget in detail.

- K. Director of Programming and Operations Report (attached) Additions follow:**
- 1.** Regarding the fuel situation and maintenance at Cordova, the translator is aging and will need fuel. The current maintenance volunteer is moving. Pegau volunteered to help out at the site and will contact Dave Branshaw. CVT needs to grant permission for access and could guide volunteer(s) through a reset or the need to contact Devens.
 - 2.** The Internet has been very slow due to a fiber issue. Devens has changed delivery options so there is some level of streaming reliably.
- L. Committees Updates-See Committee listing for members**
- 1. Fundraising:**
 - a.** Bergstrom: Copper Valley Pumpkin Patch with a harvest theme will run in Valdez and Glennallen locations. Local nonprofits can have a booth and reap the profits. Greg Parrish will contact CVT Glennallen for more information and get back to Bergstrom about the October 14 event. The Valdez event will be on October 21.
 - b.** Devens: A Halloween party could possibly be held at the dance studio behind KCHU if it is big enough and would allow alcohol. The Permit requires a Board motion for a 1 day alcohol permit needs to be approved by ABC. Volunteers need TABS cards.
 - c.** Devens: A New Years event could be split with the local Valdez Eagles Hall.
 - 2. BROTTCOM:** Corcoran and Pegau reported contacting 9 individuals soliciting their interest in serving on the Board. There were no positive responses.
- M. Executive session:** Pegau moved that the Board move into executive session to discuss personnel and finances which direct knowledge could be harmful to KCHU. The motion was seconded by Hollis and passed unanimously. Executive Session began at 6:37pm. The Board returned to open meeting at 6:50pm.
- N. Schedule next meeting:** *The next meeting was scheduled for Monday, Oct 9, 2023 at 5:30 pm by acclamation.*
- 1.** *Members excused from next meeting _____*
- O. Adjournment:** Pegau moved to adjourn. Hollis seconded and the motion passed unanimously. Parker adjourned the meeting at 6:55 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