Board of Directors Meeting Minutes
September 16, 2021, 5:30 p.m.
3913 Kachemak Way, Homer, AK 99603 (Videoconference via Zoom due to covid-19)

BOD Present: Robt Purcell, Sarah Richardson, Nicole Arevalo, John Anderson (5:33p), Kyle Schneider (6:34p), Wayne Aderhold

Staff: Josh Krohn
CAB: none
Visitors: none
Quorum?: yes

1. Call to order: 5:32p / Roll Call (see above)
2. Approval of Agenda: moved Sarah R./ 2nd Wayne A. – approved, no objections
3. Visitors: none
4. Minutes of 8/19/21 mtg: moved to approve, Sarah R./ 2nd Nicole A., then 2 questions: a) APBI dissolved? (Josh K explained – yes, employees moved), b) last pg, “signal improvement” – change to “recurring” (not “forever”); no objection – approved.
   a. Nicole: ? July minutes, submitted yet? All searched, but didn’t find ... Kyle S. was to submit.
5. General Manager’s Report: (“aka Cliff notes version”)
   a. Covid response status update – continues as have been; question from auditor of vaccination policy in station (mandate?); BOD input invited.
   b. Staff mtg last week: Josh will write up minutes; nothing extraordinary.
   c. Roof & solar update: roof is done; solar install to start next week (electrician stopped by to confirm details for connection)
   d. Fund drive “tentatively” scheduled for Oct 8th & 9th; were waiting on Legislature to confirm but can’t wait anymore so now confirming 10/8 & 9.
   e. Ongoing collaboration (planning) with Synergy Gardens (Loren & Jeff working on it; once a month over the summer, next year)
   f. Fundraising: Foundation/QCD group; Wayne A. gave brief sketch of the “ad hoc” group (not an official delegation but coordinating with Josh & Loren
   g. Staffing: Jay B. has been out (leg issues), back now, covered with existing staff; Josh looking for a grant for a 2nd news person (junior); hope to know something in October
   h. FCC regulatory fees are waived; license renewal October 1st; posting it (application) for public comment as required; diversity statement is posted on website; FCC biennial ownership statement too.
   i. Questions:
      i. (John A.) ?Kathleen status (Josh): part time temp now (note she resigned this summer); not interested in “news”.
      ii. (Wayne A.) comment: Did drawing Wayne sent out prompt electrician to come by? Yes. (WA): If any doubt, pull Liberty Electric into the discussion
iii. (Nicole A.): Question about KBBI “permanent fund”/QCD? Wayne A. explained the origin lies with him: a “gray roots” movement & picked a group of like-minded individuals to get it started; meeting tomorrow to find common ground. (a bit of a discussion followed); Robert P.: expressed support for this effort.

6. CAB Report: no report; apparently no meeting scheduled recently; Josh will send out email to CAB to schedule a meeting.

7. Committee Reports:
   a. Governance Comm.:
      i. Maternity Leave policy: (John A.) – Josh noted no policy exists; discussed with Nicole & agreed to deal with at Retreat; (Robert P.) -? Is there a model policy being used? Ans: (Josh) None yet – looking for one. Agreed (per Sarah R.) – should included “paternity leave” too.
   b. Internal Affairs Comm.: no meeting held
      i. (Nicole) ? “Winter clean up” – what is it? (Josh)- walk around building for pre-freeze check (including building sump); (Wayne A.) offered to check sump & try to develop list; (Sarah R. & John A.) volunteered to be involved (with request for reminder).
   c. Public Outreach Comm.: have not met
      i. (Nicole A.) Synergy Gardens event should be good; she got to go to a trial run recently. Should be a good collaboration.
      ii. Should have a Comm. gathering prior to the Fundraiser (10/8); Nicole will connect with Loren B.; Josh noted Loren would be contacting BOD members for involvement in pitches, as well as having a pitch event with the “QCD group”.
      iii. (Nicole A.) ? to Josh – resume meetings, President-GM? (Josh) -Yes.
      iv. Discussion of the “vaccine issue” (brought up by auditors): (Nicole A.) – hesitant to establish a firm policy; (Josh) – recommends telling auditor (informally) requesting her staff all be vaccinated.

8. Old Business
   a. Strategic Plan review:
      i. (Nicole A.)- If BOD members haven’t submitted input to Robert P., they should.
      ii. (Nicole A.)- to Josh: have we checked with Elks Club (for space to meet)? Ans: no.
      iii. (Nicole A.)- Are BOD members confortable meeting in person? (Sarah R.) No – her family is locked down. So, how about a “hybrid” meeting (zoom/in-person)? (Josh) Can start working with that idea. (John A., to Sarah) – you’re not alone in concern (he has 2 vulnerable family members).
      iv. (Robert P.)- With planning, we could make a virtual setting that would work. Very skeptical that we could make “in-person” setting work all that well. Having the meeting in two locations would likely not work very well. Josh agreed – probably better to be completely remote.
      v. (Josh K.)- Looking at weekend of October 16-17th; (Wayne A.)- available, but concerned about Josh’s schedule & availability ... thinking we should push it back a month or so. (John A.) Was also thinking we would push it off a month, but not much of a concern if it’s virtual. (Robert P.) – It’s more important to “do it right” than to do it “soon”. Technology needs to be assembled. (Nicole A.) – Consider use of Zoom “breakout” rooms and other Zoom functions (for polling etc). (Robert P.) –
Want very few “new” ideas to come up during the sessions – ie, no surprises; get everything together ahead of time, so he gathers and gets feedback before the sessions. Minimize new ideas “on the spot”.

vi. (Wayne A.) Wants to work with Josh on multi-year (future) budget projections – will need availability of Josh (whose time is very tight right now).

vii. (Robert P.) Need to establish specific, strategic Goals. Nuts & bolts (Objectives) of what will be achieved by January 1st isn’t necessarily part of that. Some confusion between Goals & Objectives but will sort those out. Setting Goals is the job of the BOD. Robert wanted confirmation that he’s ‘going down the right road’.

viii. (note: Kyle S. joined meeting)

ix. (Josh) Believes we’re on the right track. Get Goals (aka “projects”) established, then feed in the Objectives. ... Josh was thinking he & Robert would develop the Objectives (from Goals given by BOD). Possibly sit down with a “workgroup”(s) to develop subject areas (both Goals & Objectives).

x. (Robert P.) It will be a dynamic process. This will be the foundation for future work. (Josh) Agreed that he & Robert should meet the next week to develop an agenda for the process.

xi. (Nicole) Reiterated for Kyle that those who haven’t submitted their Goals, need to. (Robert) If still working on ideas, but not yet formed, submit the general idea ... details can be worked out later. Need to plan for “content” and “logistics”.

xii. (Robert) Confirm: we’ve agreed we’re going “remote” with the session.

b. Signal Improvement:

i. (Josh) Has been looking at FM translators as option for accomplishing. What kind of space & elevation would be needed. Have multiple methods for sending the signal around ... using AM, or IP. Hasn’t worked on it much in last week+ due to other priorities. Area North of Homer is most in need of improvement, and easiest to service ... then look at “across the Bay”. Class “D” transmitter (up to 250 watts for FM signal). An Omni FM signal will get us several miles of very good coverage, depending on elevation. For “in town”, we’d be looking at an FM HD, Class A license, maybe go up to 2500 watts, mounted on top of our existing STL pole, very convenient for us. Advantage of having HD license: includes up to 3 digital side channels, all of which can be simulcast online ... so by adding FM HD license we have potential to adding up to 4 new webstreams without webstream royalties – cheap.

ii. (Robert) ? Benefit to emergency management side? (Josh) Yes, different methods to feed the signal, ... but must be same audio so no sync issues. Adds to the redundancy of our signal.

iii. (Nicole) Likes the idea – could add to our fundraising capabilities. (Josh) Yes, and could add multiple streams simultaneously. Side channels are excellent opportunities for new broadcasters to “cut their teeth” without huge exposure. Some advantage to potential partnerships, such as Nanwalek Tribal, they could potentially use it for their purposes when it fits.

9. New Business: none
10. Comments:
   a. Visitors: none
b. Staff: (Josh) Thanks to everyone for flexibility with his schedule – not sure when it will change.

c. BOD:
  i. (Wayne A.) Concerns with Josh’s load; Will post everyone on “QCD” idea as it progresses ... quick math to generate $75k of missing State money =$1.5M at 5% POMV;
  ii. (John A.) He’ll be out of town Oct 15 thru Nov 14 but available by cell; will take care of polling for worksession/Strategic Planning
  iii. (Kyle) Thanks for understanding of craziness of school season ... going through “recording” season now.
  iv. (Sarah) No comments except happy with Robert’s work on Strategic Planning
  v. (Robert) To Josh – Family comes first. Keep balance. Great work. We (BOD) can adjust our schedules.
  vi. (Nicole) Thanks to Robert for his work on Strategic planning; Looking forward to hearing from everyone (voices) for Fund Drive. You may get a nudge from me if we’re looking for your voice.

11. Next meeting is October 21st
12. Meeting adjourned at 6:50p