



KBBI Board of Directors Meeting
3/25/2026, 5:30pm
KBBI Conference Room and Zoom
AGENDA

We provide news, information, and entertainment to foster community engagement.

1. Call to Order and Roll Call
2. Approval of Agenda
3. Acknowledgement of Public Attendees
4. Approval of the Minutes from 2/18/2026 BOD Meeting
5. Staff Reports
 - a. General Manager's Report and Objectives Review
6. Board Reports
 - a. Governance Committee
 - b. Finance Committee
 - c. Development Committee
 - d. Other Reports
7. Business
 - a. Chief Operator Designation
 - b. Serving Permit for Porcupine 4/25/2026
 - c. Meeting Schedule
8. Closing Comments
 - a. Public Attendees
 - b. Manager and Staff
 - c. CAB Members
 - d. Board Members

Next Meeting: 4/15/2026, 5:30pm, KBBI Conference Room, and Zoom

KBBI February 18, 2026 BOD Meeting Minutes

Board members physically present: Bill Wuestenfeld, Linda Franklin, Jack Cushing, Cindy Bolognani, General Manager Josh Krohn

Board Members on Zoom: Mike Brittain, Jo Michalski

Board Members excused: Kyle Schneider, Angie Newby, Mel Strydom

Work Group members physically present: Kathy Carssow (Public Outreach) and Wayne Adderhold (Building Maintenance)

Members of the Public: Physically present: Mako Haggerty On Zoom: Kathy Anderson

- 1) Meeting called to order by Bill at 5:31 p.m. There is a quorum.
- 2) Approval of Agenda: Cindy moves to approve, Jack 2nds No discussion.
- 3) Public Attendees Acknowledged
- 4) Approval of Minutes: 12/17/25 BOD meeting, moved to approve by Mike, Jack 2nd, 1/21/26 meeting, moved to approve by Jo, Jack 2nd No objections, no discussion.
- 5) Staff Reports: General Manager Josh Krohn's Report: See Attached
- 6) Board Reports: Governance, Finance and Development Committees met on Feb.12, 2026. Report from Josh regarding the ex-CAB, now Public Outreach Work Group. The goals and objectives of the new group and several dates for upcoming events discussed. Josh gave an overview of finances per report included in BOD packet, discussed moving funds from checking to savings account to benefit from interest income, discussion on some confusion regarding Homer Foundation accounts, which Josh and Jo will meet with the Foundation at a later date to clarify understanding between KBBI's two accounts: the "non-endowed" and the "agency/account endowment."
Kathy Carssow gave an overview of the transition of the CAB to the new Public Outreach Work Group. The meeting was held on Feb.11, 2026. There are currently 6 members of the group. Josh Krohn attended. Objectives include: accessing KBBI meeting the educational and cultural needs of the community, review of policies, providing programming input and member recruitment. They will meet quarterly, or as needed, conduct 3-4 yearly surveys, present programming options in the newsletter and actively recruit new members to KBBI at events.
Wayne gave a brief update on building maintenance needs. Some exterior siding needs attention, either repair or replace. He will work on an estimate of cost.
- 7) Business: Resolution for Single Signer Authorization 2026. Cindy made the motion to approve, Jack 2nds, no discussion or objections.
Meeting Schedule: Committee Meetings March 9 at 4:30 p.m., BOD Meeting March 18 at 5:30 p.m., Public Outreach Work Group April 23.
- 8) Closing Comments: Mako gave compliments to the board, Cathy says thanks and "meetings are delightful", Josh says thanks for the support and help with events, he will be taking time off during spring break in March, Wayne made comments about getting more of Homer's young people involved, Mike has prints that have been donated by an artist in Seward and asks how the best way to get them to Homer would be, Jo no comment, Linda thanks the new work group, Jack no comment, Cindy no comment, Bill encourages staff to take time off.
Meeting adjourned at 6:45 p.m.
General Manager's Report Attached.

12/18 – Donation received from Homer High School National Honors Society Trivia Night for \$745.04

12/19 – Engineering contract with CoastAK signed and paid

1⁰/19 – Replacement HC-12 card for production control surface ordered. LCD strips failed, cannot separate from HC-12 card to fix separately

12/29 – Arranged to broadcast Sonnet of the Day in partnership with Pier One Theatre

1/3 – SoundExchange report filed with NPR

1/8 – Completed repairs on Production control surface

1/9 – Programs & Issues report filed with FCC and published on our Public File

1/9 – Added Homer Independent Press and Seward Folly RSS feeds from their websites to KBBI.org homepage

1/10 – KBBI Frostival at the Porcupine Theater. Income was \$3928.38 and expenses were \$1100, total income was \$2828.38.

1/16 – Informational form for Alaska Foundation for the Voices Across Alaska Fund turned in

1/19 – Concert on the Lawn applications for vendors, sponsors, and musicians published on website

1/23 – AK state manager's meeting to discuss advocacy for funding from the state

1/29 – Preliminary report for Public Media Bridge Fund completed and filed

1/30 – AK State manager's meeting discussing ongoing concerns and scheduling an in-person meetup Anchorage in March or April. Waiting to hear if the Rasmuson Foundation will fund travel and lodging for all managers.

2/4 – Application for Pick.Click.Give 2027 completed

2/9 – Updated station's and management's FRN numbers with the FCC.

2/10 – Master control surface LCD strips failed. HC-12 card pulled and tested, determined to be unrepairable. Replacement HC-12 card ordered. Will return both failed HC-12 cards for repairs so we have backup parts on hand in the future.

2/11 – Met with Kathy and Paul to discuss the new public outreach workgroup

2/11 – Worked with CoastAK engineers to identify potential equipment to set up a data link to the transmitter site. Looking at multiband unlicensed Ubiquity hardware.

2/11 – Homer Foundation City of Homer grant application completed and submitted

2/11 – Sent off four news stories to the AK Press Club for consideration in their story contest

2/12 – Confirmed a fundraising event for Saturday, March 21st, at Alice's, with the Alicia Viani Trio and Pete Kartsounes. KBBI will handle presales of tickets and find volunteers to help with show. Will split proceeds with band after \$600 reached

General Manager's Report 260325

2/20 – State GM Meeting, discussing more cost sharing arrangements

3/3 – Bridge Fund coaching session

3/4 – Plumbing below toilet clogged up. Zay with Dr. Drain took time away from another job to clear it up, and returned the next evening to replace the wax seal under the toilet. All functioning again.

3/12 – Presented to the Homer Foundation for the City of Homer grant

3/16 – Mel Sather Public Media Intern Grant application filed

3/16 – Alaska Center for Excellence in Journalism reporting grant application filed

3/16 – Event application for Concert on the Lawn submitted to City of Homer.

3/17 – Station building generator water pump failed. In Demand Marine will start service this week. Generator auto start is off, so we currently don't have generator power for the building. Battery backup will cover short outages.

Kachemak Bay Broadcasting, Inc

Balance Sheet

As of February 28, 2026

03/16/26

Accrual Basis

	Feb 28, 26	Feb 28, 25
ASSETS		
Current Assets		
Checking/Savings		
1010 · KBBI Checking	423,911.97	70,944.04
1020 · Savings WF	10,121.80	10,120.79
1025 · KBBI FNBA SAVINGS	5,621.81	5,615.07
1026 · AK USA Federal Credit Union Sav	4,991.93	4,986.94
1044 · EDWARD JONES	287,731.05	285,249.01
1050 · Petty Cash	250.00	250.00
Total Checking/Savings	732,628.56	377,165.85
Accounts Receivable		
1240 · Broadcasting	2,200.00	1,100.00
1250 · KDLL Receivable	24,699.70	52,042.35
Total Accounts Receivable	26,899.70	53,142.35
Other Current Assets		
1211 · CASH UNDERWRITING - KBBI	20,051.68	7,574.92
1212 · TRADE UNDERWRITING - KBBI	-1,560.02	5,263.93
1340 · Prepaid Expenses-other	1,794.00	3,160.64
1480 · Credit Card Clearing Account	1,690.00	2,329.24
Total Other Current Assets	21,975.66	18,328.73
Total Current Assets	781,503.92	448,636.93
Fixed Assets		
1500 · Land Location #1- transmitter	119,565.50	119,565.50
1510 · Land Location #2 - studio	44,000.00	44,000.00
1600 · Building -#2- Studio	501,585.03	501,585.03
1610 · Building - #1 - transmitter	20,853.85	20,853.85
1650 · Studio Improvements	42,127.45	42,127.45
1660 · Building Improvements - Other	112,754.59	112,754.59
1670 · Solar	164,968.50	67,768.50
1700 · Broadcasting Equipment	400,357.49	400,357.49
1750 · Office Furniture & Equipment	54,836.86	54,836.86
1790 · Construction in Progress	0.00	97,200.00
1800 · Accumulated Depreciation	-1,029,386.60	-979,621.60
1810 · ACCUMULATED AMORTIZATION	-17,812.00	-15,308.00
1901 · COMPUTER SOFTWARE	29,913.75	29,913.75
Total Fixed Assets	443,764.42	496,033.42
Other Assets		
1900 · Investment in Homer Foundation	122,115.89	73,592.44
Total Other Assets	122,115.89	73,592.44
TOTAL ASSETS	<u>1,347,384.23</u>	<u>1,018,262.79</u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
2030 · Accrued Vacation	21,784.40	19,699.78
2250 · AK ESC Tax Payable - Employee	297.09	429.75
2260 · AK ESC Tax Payable - Employer	594.17	859.51
2511 · BILLED NOT LOGGED UW CASH	17,262.04	11,938.46
2512 · BILLED NOT LOGGED UW TRADE	2,935.18	1,229.74
2600 · Other Liabilities	2,200.00	0.00
2850 · Deferred CPB CSG grant	3,128.75	8,166.41
Total Other Current Liabilities	48,201.63	42,323.65
Total Current Liabilities	48,201.63	42,323.65

11:51 AM

03/16/26

Accrual Basis

Kachemak Bay Broadcasting, Inc

Balance Sheet

As of February 28, 2026

	<u>Feb 28, 26</u>	<u>Feb 28, 25</u>
Total Liabilities	48,201.63	42,323.65
Equity		
3001 · Unrestricted Net Assets	781,133.60	830,695.50
3200 · Perm Restricted Net Assets	158,507.75	158,507.75
Net Income	359,541.25	-13,264.11
Total Equity	1,299,182.60	975,939.14
TOTAL LIABILITIES & EQUITY	<u>1,347,384.23</u>	<u>1,018,262.79</u>

Kachemak Bay Broadcasting, Inc

Profit & Loss

03/16/26

July 2025 through February 2026

Accrual Basis

	Jul '25 - F...	Jul '24 - F...
Ordinary Income/Expense		
Income		
4130 · OTHER GRANTS	108,474.75	0.00
4220 · CPB Community Service Grant	37,489.00	130,316.00
4440 · MEMBER CONTRIBUTIONS	340,468.12	122,810.39
4441 · DONATIONS & MATCHING FUNDS	13,521.95	2,998.09
4444 · Donations - Restricted	7,000.00	5,000.00
4445 · Business Member Contributions	1,518.45	1,036.90
4550 · Underwriting - Cash	56,117.22	40,566.16
4552 · NON-PROFIT UNDERWRITING CASH	25,676.00	34,450.10
4600 · Special Events.	5,852.68	2,253.11
4630 · Borough Assembly Broadcast	7,150.00	6,600.00
4660 · Interest Income	1,332.10	2,091.26
4660.1 · Investment Income	37,297.20	2,814.85
4661 · Rental Income	0.00	130.00
4663 · Concert on the Lawn	13,376.84	20,071.37
4666 · Local Rev-Production	300.00	0.00
4771 · Local Grant	2,200.00	2,150.00
4776 · HOMER FOUNDATION - GRANT	6,000.00	0.00
4800 · KDLL Service Agreement	42,840.00	42,840.00
Total Income	706,614.31	416,128.23
Gross Profit	706,614.31	416,128.23
Expense		
000 · Salaries and Wages	157,931.42	237,306.13
020 · Bonuses/Stipend Compensation	8,000.00	10,250.00
030 · Payroll Tax	14,000.10	21,346.61
045 · Benefits - Workers' Comp	1,196.00	2,009.00
060 · Contract Labor	11,925.00	0.00
110 · State/Local Affiliation/Progra	4,500.00	6,151.00
130 · National Affiliation/Programs/	14,594.56	30,905.18
235 · INTERNET & DIGITAL SERVICES	2,568.86	4,077.86
255 · Telephone	3,829.68	4,125.39
400 · Transmitter maintenance	0.00	900.00
435 · Studio Maint/Upgrade	2,548.10	1,322.40
465 · IT Services	1,630.00	3,020.00
500 · Travel Expense	1,111.57	3,828.39
540 · PROFESSIONAL DEVELOPMENT	147.50	60.00
600 · Premiums and Promotions	2,918.10	3,520.00
620 · ADVERTISING	180.00	180.00
625 · Program Research & survey	20.60	18.00
641 · COTL Expenses	8,866.50	13,303.54
649 · Special Events	1,923.39	1,611.15
725 · Taxes and Licenses	257.75	287.10
731 · Insurance	17,528.80	17,213.33
740 · Building Maintenance/Supplies	1,092.60	1,888.35
760 · Studio Utilities	3,176.37	3,513.41
785 · Transmitter Site Utilities	16,828.90	15,245.99
800 · Office Supplies	925.95	1,357.70
810 · Software	12,140.33	13,701.52
815 · Postage and Freight	155.10	192.75
820 · Memberships	246.80	125.00
825 · Subscriptions.	250.34	252.69
835 · PROFESSIONAL SERVICES - ACCTG.	0.00	3,300.00
840 · Professional Services - Audit	12,832.20	12,500.00
845 · APBI engineering subscription	6,000.00	6,000.00
855 · Board Expenses - Meetings	0.00	1,650.00
865 · Bank @ Merchant Fees	9,251.37	6,574.59
875 · PUBLIC RELATIONS	671.00	632.00
891 · Technical Equipment Purchased	0.00	366.58
893 · Other Equipment purchased	0.00	147.99
Total Expense	319,248.89	428,883.65

Kachemak Bay Broadcasting, Inc

Profit & Loss

03/16/26

July 2025 through February 2026

Accrual Basis

	<u>Jul '25 - F...</u>	<u>Jul '24 - F...</u>
Net Ordinary Income	387,365.42	-12,755.42
Other Income/Expense		
Other Income		
4000 · In Kind Income		
4551 · Underwriting - Business Trade	6,558.18	3,608.00
4555 · Nonprofit Underwriting Trade	1,486.00	2,890.00
4990 · Professional Services Donated	0.00	6,240.00
Total 4000 · In Kind Income	<u>8,044.18</u>	<u>12,738.00</u>
Total Other Income	8,044.18	12,738.00
Other Expense		
9000 · In Kind Expenses		
900 · MARKETING advertising - TRADE	7,615.25	1,736.19
910 · Program & Music Trade	444.00	444.00
920 · MARKETING fundraising - Trade	330.00	1,625.00
930 · Office Expense - Trade	2,550.07	3,201.50
950 · Travel RTA - Trade	0.00	0.00
990 · PROFESSIONAL SERVICES DONATED	0.00	6,240.00
Total 9000 · In Kind Expenses	<u>10,939.32</u>	<u>13,246.69</u>
Total Other Expense	10,939.32	13,246.69
Net Other Income	<u>-2,895.14</u>	<u>-508.69</u>
Net Income	<u><u>384,470.28</u></u>	<u><u>-13,264.11</u></u>

Chief Operator Designation

Josh Krohn is hereby appointed as the **Chief Operator** of **KBBI** as required by section 73.1870 of the **FCC Rules and Regulations**.

Matt Strobel is hereby appointed as the **Alternate Chief Operator** in his absence.

The Chief Operator is responsible for maintaining compliance with the **Emergency Alert System** as well as assuring the station operation is consistent with **FCC Rules and Regulations**.

Date: 3/25/2026

Effective Period: Two Years

Kyle Schneider, President, KBBI Board of Directors

Signature

Date

This document must be placed in the Public File, and in a conspicuous location at the station.



Alaska Alcoholic Beverage Control Board Nonprofit Organization Event Permit

Eligible License Types: A Nonprofit fraternal, civic, professional, or patriotic organization, incorporated under AS 10.20, active for a period of at least two years AS 04.09.650 (b) **Permit Fee:** \$100 for the first two days and \$50 for each additional day.

Event Requirements: Only brewed beverages and wine may be sold for consumption at the event. Per AS 04.09.650(e) all profits from the sale of alcohol must go to the nonprofit entity identified in the application and not an individual. Per AS 04.09.600, every person who will serve or sell alcohol or check identification of a patron during a permitted event MUST have completed an alcohol server education course under AS 04.21.025 before the first day of the permitted event.

Permit Restrictions: The permit may only be issued for designated premises for a specific occasion and for a limited period. The director may NOT issue more than five Nonprofit Organization Event Permits to Nonprofit in a calendar year. AS 04.09.650 (d)

Additional Documents Required: Per AS 04.09.650 (c), (1) and (2) A signed copy of a resolution adopted by the board of directors or a copy of the minutes from a board meeting of the Nonprofit Organization authorizing the application, and a sworn affidavit showing the length of time the organization has been in existence shall be submitted with the application. Per AS 04.09.650 (c) Application must be signed by two officers of the organization.

Section 1 – Licensee and Contact Information

Enter information for the business seeking the permit. *This should match the information that AMCO has on file for this license.*

Entity Name:		*CBPL Entity #:	
Entity Type:		Contact Person:	
Contact Email:		Contact Phone #:	

Section 2 – Event Information

Enter information regarding the specific event for which you are seeking a permit.

Event Name:	
Event Description: <i>Include planned activities, expected attendance, and attendee information. Event advertisement may be submitted to supplement your answer.</i>	
Full Event Address*:	

**If the event is outside the community in which your license is located, additional information may be required.*

Event Date(s):		Event Time:	AM / PM to	AM / PM
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The licensee, or a specified employee or agent of the licensee, must be present on the catered premises during all permit hours.

Please provide the following information for the licensee, employee, or agent who will be present:

Person Present:		Title:	
------------------------	--	---------------	--

- | | | |
|---|--------------------------|--------------------------|
| | Yes | No |
| 1. Is this event going to take place on school grounds? (This includes the grounds of a university.)
If "Yes", you must attach authorization from the school for the service of alcohol during the event at the at the proposed location. | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are you in the process of applying for a liquor license for the event location? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is this event going to take place on the <u>licensed premises</u> of an existing liquor license? | <input type="checkbox"/> | <input type="checkbox"/> |

If "Yes", please provide the license number and the reason the existing license is not being exercised for this event:

**CBPL is the Alaska Division of Corporations, Business and Professional Licensing where the nonprofit is registered.*



Alaska Alcoholic Beverage Control Board
Nonprofit Organization Event Permit

Section 5 – Declarations and Approvals

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that this nonprofit organization has been active and incorporated under AS 10.20 for a period of at least two years before this application, and that all profits derived from the sale of wine are paid to the organization and not to an individual.

I certify that I will comply with all statutes, ordinances, and regulations pertaining to the possession and sale of alcoholic beverages, and I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any permit issued.

I have attached a certified copy of the resolution with the board of directors or a copy of the minutes from a board meeting and a sworn affidavit showing the length of time the organization has been in existence authorizing this application.

I certify that the individuals serving alcohol have completed alcohol server training as required under AS 04.21.025 before the first day of the permitted event.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

 Signature of Officer (*Pres., Vice Pres., or Other Officer*)

 Date

 Printed name of Officer

 Signature of Officer (*Pres., Vice Pres., or Other Officer*)

 Date

 Printed name of Officer

Law Enforcement Review, must be obtained before the permit application is submitted to the AMCO as in AS 4.11.260C(3):

Approved

Denied

 Signature of local law enforcement

 Badge number

 Printed name of local law enforcement

 Date



Alaska Alcoholic Beverage Control Board
Nonprofit Organization Event Permit

AMCO Review:

Signature of AMCO reviewer

Date

Approved

Denied

Printed name of AMCO reviewer

Title of AMCO reviewer

AMCO Comments: