

## **KDNK Board Meeting**

August 21, 2023

In Attendance: Raleigh, Ela, Caleb, Erin, Johnathan S., Kara, John Henderson, Mac Scott

Public: Aimee Yllanes, Tracy Strode, Chris Hassig, Bob Schultz, Jason Hodges and Linda Hoffman

### **Call to order**

### **Review and approve previous meeting minutes:**

Approve July Minutes: seconded by Caleb

### **Update from Megan:**

- Welcome to Tracy. Tracy will be tracking grants and updating the process for contacting members both new and old
- CPB has been submitted and accepted. (Way to go Megan!!)
- Income was overstated in 2021 and we have a small deduction from our grant next year
- We successfully closed the Bingo Account
- Reese Henry is going to submit the letter required by the IRS
- KDNK has a new partnership with Iron Mountain Hot Springs - traded underwriting for passes

### **Finance Committee Updates**

- Bob analyzed Member levels and it looks like KDNK is in line with where we should be

### **Building Updates**

- Water got in and created water damage that needs to be addressed.
- We have a quote for the work that is left. Megan and her husband have been able to knock out a lot of the work. The quote for fixing the septic system warrants a second quote. The problem is with the septic system.
- Helpers will test for asbestos and mold inspections. The station may need to get quotes based on that inspection. Worth seeing if there are resources for free for inspections.
- This is all separate from the drywall a floor fix that needs to happen.
- Aimee Yllanes has some vinyl flooring to donate that we ought to be able to match.
- The station needs to prioritize the order to make sure nothing new gets damaged but Aimee has an office ASAP. \*We might also need to consider whether and when the ground freezes
- Due to the age of the building, we might need to look into mold and asbestos issues.

- AZYEP is an important partnership with the station and we need to make sure it's a safe and inviting workplace
- The roof above the production and on-air studios are getting fixed on trade

**Questions for the Board:** How are we going to prepare for capital improvements in the future?

## HR Committee Updates

- Megan has questions regarding what is sustainable with her current workload. She is putting in approximately 37 - 51 hours per week.
- Megan has mentioned that the board should continue to look into hiring a formal station manager.
- Per Raleigh, the board can pursue opportunities to lighten the station manager workload. Additionally, the board can begin a campaign to solicit donations.
- The burst pipes pose a health hazard and need to be addressed urgently. - **ACTION:** Pay 30k to repair the pipes. AZYEP should be asked about contributing to paying for the pipes. Motioned by Eloisa. Seconded by Jonathan. UNANIMOUS.
- This presents an opportunity to see if a kitchen sink can be installed while repairs are being carried out on the pipes.
- Diego may be able to be contacted about tearing up the carpet. Volunteers can also be contacted to assist in removing the carpet.

## Events Updates

- Bingo September 21st
  - Aimee Yllanes has some to donate that we ought to be able to match.
  - One other event that I missed

## HR

- The news director will be off next week and we'll have an update in a week or so
- Still need to define Tracy's pay structure. Historically, this has been check written as opposed to an invoice sent
- Is KDNK paying for Salesforce? Not unless it is an additional consulting fee. Jonathan will help with training.
- KDNK should also consider rejoining [Acronym Kara mentioned]
- Motion to pay Aly the commission that was approved, which was \$955
- This is an arrangement Aly would like to maintain, however, the board is considering it. One solution could be sunseting Aly's commission through the end of the year.
- John motions Aly receive a continuation of 10% commission through the end of the year, and
  - Eloisa seconds, all in favor.

Megan's suggestion is that we take a good look at the structure of the station and we have defined positions with clear expectations.

Job Description - still need to determine the mix of Executive Director and General Manager. This will lean much more to a GM-style job with Tracy working more on the FR side. Kara is going to lead the process of honing this in and the next steps.

**Board Election Schedule:**

Annual Meeting and Vote for New Members

**Who is up:** Raleigh, Jonathan, and Mac

**Appointment Up:** Caleb for a two-year appointment

**Board Challenge:** Everyone comes with a Board candidate

**Changes to By-laws:**

**Things that need to be updated - CPB info** Need to make sure that the Board leadership and all staff have filled the requirements for CPB.

**Transfer accounts from Kara to Ella:**

Need Titles

Off: Greg and Kara

On: Ella, Megan and Shoshana (How they are going on to the accounts)

**Programming Updates**

- BBC could be looked into as a possible addition to KDNK.
- KDNK pays approximately \$10k per year for 5 shows from NPR, which comes out to \$2.5k per show, per year.
- Per Raleigh, we should call a CAB meeting regarding programming and be honest with the membership.
- We should have a recap from the 49th tab and also a way for people to donate to KDNK in their will

**Building Upgrades**

- Windows and other things Bob is looking into
- Perhaps builders first would want some goodwill

**Meeting Adjourned - 8:30 - All in favor.**