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 sunsetting 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.**