Board of Directors Meeting Minutes  
October 18, 2018, 5:30 p.m.  
3913 Kachemak Way, Homer, AK 99603

Board Members:  
*Present:* Dave Eckwert, Nicole Arevalo, Robert Purcell, Dana Stabenow, Genie Hambrick, Wayne Aderhold, Jenny Martin, Kyle Schneider, Kevyn Jalone  
*Absent:* Suzanne Bishop, Debbie Speakman  
Quorum present? Yes  
**Community Advisory Board:** None  
**Visitors:** Michael Walsh  
**Staff Present:** Kathleen Gustafson, Aaron Bolton, Alder Seaman  

**Proceedings:**  
- Meeting called to order at 5:30 p.m. by Board President Dave Eckwert.  
- Agenda was approved by consensus following the addition of an executive session following the regular meeting.  
- Minutes of the August Board meeting were approved by consensus after correcting a typo under station reports and the name of the new KBBI produced cooking show *Check the Pantry.*  
- **Station Reports:**  
  - Terry provided an administrative report, which included:  
    - Season 1 of *Check the Pantry* began October 11th and airs Thursdays and Sundays.  
    - The faulty coolant level alarm on the backup generator at the transmitter site has been repaired.  
    - Alder reported that underwriting is up from last year and the Profit and Loss statements look good following this month’s fund drive.  
    - Wayne asked the staff about the loud beep that was heard during that evening’s newscast. Kathleen explained that this is a test from the Emergency Alert System and the station doesn’t control this signal.  
- **Community Advisory Board:**  
  - Genie, Robert and Nicole spoke on the CAB’s booth for KBBI at the upcoming Rotary Health Fair on November 3rd.  
    - The booth will feature KBBI magnets, a general information handout about the station, a handout outlining the primary threats (natural disasters and energy shortages) to communities that KBBI serves/KBBI’s roles in providing timely information, and a wind-up radio raffle. The booth will be manned by at least two volunteers at a time for the duration of the fair.  
    - Robert mentioned that the Homer Fire Department will have materials present at KBBI’s booth and that these will also reference tuning into public radio for emergency situations.  
    - The CAB is still looking to recruit new members and asks the BOD to help with recruitment.  
- **Committee Reports:**  
  - **Finance-**  
    - Kyle reported that the committee met on Oct. 16th and that everything in the P&L looks great. The station is saving well and there is money available to be moved.
from savings into CDs and other investments that yield higher interest returns than our savings accounts do.

- **Board Development**-
  - Did not meet, but Genie provided a report and pointed out that Michael Walsh is one of two candidates running on the December ballot for the two BOD seats opening up next year. Michael introduced himself to the group.

- **Strategic Planning**-
  - Did not meet. Genie provided a report following the Strategic Planning/Doing retreat facilitated by Cathy LeCompte and held on September 29th. It includes which staff and volunteers (BOD and CAB) participated and that the post-event survey closed on October 10th. She also provided a document with photos and transcriptions of the large “Post-It Notes” generated during discussion and hung on the walls at the retreat. These line out the main takeaways from group conversations and priority areas for the station to focus attention on in the coming year. “Champions” who volunteered to take a lead role in action items will guide work on those items and will present progress reports at the November BOD meeting.
  - Jenny added that she really appreciates all that Genie did to coordinate the retreat and in compiling the detailed notes afterward. She also looks forward to Robert beginning his task of setting objectives through the strategic plan.

- **Development/Fundraising** –
  - Met on October 10th. Dana spoke on the report, adding that after learning KBBI has 850 current members, out of the many more who tune in regularly, she asked Debbie to forward her a list of Chamber of Commerce members. She then compared this to KBBI’s member list and believes this can provide the BOD with a new list of people to directly reach out to. Dana has compiled talking points (which were added to during the committee meeting) and asks that each BOD member choose at least one program that they can speak with others enthusiastically about.
  - She also asks all on the BOD to download the KBBI app onto their cell phones. When speaking with others about membership BOD members can show them the app, which features an easy to use “donate” button at the top of the page. It would be easy for them to download the app and become members right then and there.
  - Genie suggested to Dana that we may aim for reaching 1,000 members for KBBI’s 40th anniversary next August as a goal. Alder noted that there are 850 current members, but others have given to KBBI in the past and are considered lapsed members. Genie asked Alder if she could provide the BOD a list of lapsed members to also reach out to.
  - Robert pointed out that there are few reviews for the KBBI app and he and Dana recommended that everybody present got to the app store and give the app a good review.

- **Building** –
- Did not meet, however, Wayne informed the group that the #1 priority for KBBI facilities is updating the electrical record drawings and trying to discern who is the designer of the electrical record for KBBI. He’s working with Terry on that.

- Wayne also reiterated that the basement is useable space that could use a makeover.

- After speaking with Kyle at the retreat, Wayne began thinking about wind and solar energy here at KBBI. He came up with the idea of using the available land at the transmitter site for a “community solar garden.” In these, people invest in solar panels to be installed and then benefit from the power generated. The site has good exposure and is cleared of trees. He posed that this idea could benefit not only the community, but also perhaps could also bring a financial benefit to the station. He’ll speak with a lawyer about any legal hurdles to this and then will bring the findings to the BOD. Alder commented that there is grant money out there for this kind of thing.

- Policy/Bylaws –
  - Did not meet. The Committee will likely meet in either November or December.

- Public Safety –
  - Did not meet as a committee, however, Robert provided a report on the last month’s progress. He and Terry have been meeting with Bob and Gary at KESA to develop both a MOU. Terry and Gary are drafting an implementation agreement, which details the specifics required to work effectively together, and may become a model for similar implementation agreements with the city/HVFD.

  - KBBI’s Public safety handouts are being drafted for the Rotary Health Fair, and Robert met with Jacqualyn at the Homer Volunteer Fire Dept., who has agreed to draft a local home preparedness flyer for handing out at KBBI’s table.

  - Robert has also been working with Terry on the organizational development action item from the strategic planning retreat, specifically managing the strategic plan’s goals and objectives. He has ordered a projector and screen that can be used at meetings to both show and edit working documents live at meetings. They are meeting with KBBI staff to seek their input and plan to roll out the process at the next regular BOD meeting.

- New Business: none.

- Visitor Comments: none

- Staff and BOD Comments:
  - Alder: Thanks to all who helped with the fund drive. You really helped the station generate funds. She is also excited that the major donor event will be moving forward and will likely be held at Station 12 toward the end of this year.

  - Kathleen: Offered to answer any questions.

  - Aaron: none

  - Wayne: Enjoyed his time in Kodiak at a KMXT event.

  - Jenny: Fun fund drive and thanks to Alder and the staff.
- Nicole: Excited about the CAB’s Rotary Health Fair booth as a great opportunity for them to branch out into public outreach.
- Robert: Thanks to Alder and all who helped with the fund drive. He also thinks all the work and results of the strategic planning retreat was very good.
- Kevyn: Is bummed out that she missed the strategic planning retreat.
- Genie: Thanks Alder for the talking points during the fund drive. Thanks to the staff, Kathleen and Aaron for all that you do. It is an honor to be a part of this.
- Dave: Seconded what Genie said.
- Dana: none.

Regular meeting adjourned at 6:20 pm. Executive session followed directly thereafter.

Minutes submitted by Nicole Arevalo, BOD secretary.