



— Minutes —

## **Radio Boise Board of Directors Meeting**

Thursday, February 22, 2023 - 6:00 - 7:30 PM

The meeting was held in the Board Room of The Alaska Center, Boise, Idaho

Board Members (5) - Meaghan Lopez-Weston (Chair), Daniel Glynn (V-Chair), Karen Callaway (Treasurer), Mark Shirrod (Secretary), Dora Ramirez, Alyssa Pearson (General Manager, Non-voting)

Board Members in attendance (4) - Lopez-Weston, Callaway, Shirrod, Pearson

Visitors - Wayne Birt

### **Call to Order 6:04 PM - Lopez-Weston**

### **Call to review and approve minutes from January 26, 2023- Shirrod**

Moved to Approve by (Callaway), seconded (Lopez-Weston), Passed 3-0

### **General Manager's Report - Pearson**

Alyssa reported that the Grateful Dead Tribute benefit show at Neurolux netted the station \$5655.94 after expenses of \$300.00 (for the sound engineer). A "Grate" Big Radio BOISE "Thank you" to the band Grateful who donated their performance, and the Neurolux for providing the location at no charge.

The KRBXOXO Valentine's Day call-in dedication promo didn't get a lot of traction this first year, but it also didn't cost anything. And callers did end up donating \$175 to the station, so we'll review it with the intention of doing it again next year.

Alyssa explained what our plans were for Treefort. The Radioland stage will be at the Bandshell in JD Park. New merch has been ordered (and some old merch re-ordered) for the booth. The station will be responsible for providing a tip-certified manager for the festival supplied beer booth. A call for volunteers will begin this week.

Many bands are being booked for live performances and interviews at the station during TF. Oatly has again stepped up to sponsor the hospitality room with a \$1000 donation. Jennifer Travell will once again be the KRBX Station Host during the entire time. She has a group of selected volunteers to help, and will procure food donations as well.

The Board was reminded that Radiothon is scheduled for April 12-26. As usual, it will be "All hands on deck" to make it all come together. Other upcoming events are the Pre-fort Happy Hour at Broadcast Coffee (where Broadcast and Oatly will partner with us) on March 20, from 4-6pm. Radio BOISE will be participating in Idaho Gives May 1-5. And on May 2nd, Split Rail Winery will sponsor the station at its monthly "Wine Not" non-profit fundraiser where a percentage of all sales (glass, bottle, or case) will be donated to KRBX.

Weekly staff meetings have been held constantly, and staff reports are getting to Alyssa in a timely manner.

### **Financial Report - Pearson**

Alyssa reported that the Roberts Loan has been paid in full, and on schedule. This has been a minimum payment of \$1500.00 per month (often it was much more than \$1500.00 - to get us back on schedule after the pandemic). So it is a relief to have that paid. (Editor's note = Breathe in, breathe out - YEA!)

We have the potential for a refund from an ERC stimulus payment we received, and perhaps some return of funds from our PPP loan repayment. If we do qualify, it could mean a total refund of \$60-\$100k back. Alyssa will continue to dig into this possibility.

January total income came in at \$16,458.87, which was \$2,393.87 over budget. \$1,012.87 was from additional individual donations while the rest came from unprojected underwriting income.

January expenses totaled \$24,193.58, which was \$775.83 over budget. The overage came from Studio expenses and Admin expenses. Personnel expenses were under budget by \$233.95.

Total assets were \$69,440.54 on January 31, 2023. \$46,791.82 in cash, \$7,115.00 in Receivables, \$12,765.19 in Current Assets, and \$2,768.53 in Fixed Assets.

Total liabilities were \$131,940.13. \$13,629.67 in Accounts Payable, \$105,392.55 in Long Term Debt (SBA Loan), and \$12,917.91 in other current debt (accrued payroll, payroll and sales taxes).

It was moved (Shirrod) and seconded (Callaway) to accept the financial report. Passed 3-0.

### **Staff Report - Wayne Birt, Program Director / Production Manager**

Wayne informed the board that he now has nearly a dozen new trained and licensed programmers ready to serve as substitutes or be assigned to their own programming slot in the schedule. Wayne explained that in the past, most new programmers would be given their own show in the early morning (1AM - 6AM) schedule. After a few months of fine tuning their presentation, some would be rotated into the more “in-demand” hours. However, these days many of the new programmers are not available - or unwilling to work early morning hours. This causes a backlog of available programmers so that many lose interest and leave before they are assigned a show of their own...some even before they are fully trained.

The board engaged Wayne in a discussion about the station’s programming format. It was agreed that the current format of volunteer programmers curating their own shows around a genre that they feel confident and excited about presenting to our listeners was still best for our market.

Wayne explained that production took more and more of his time, and that he is constantly looking for volunteers to assist him.

### **Internal Affairs - Pearson**

Alyssa presented her final draft of the Radio BOISE Employee Handbook for board approval. All board members present reported that they had read the draft, and expressed gratitude to Alyssa for working so diligently on it.

Mark reminded the board that he finds the final section of the handbook concerning policies that define inappropriate conduct by employees and the procedures to address that behavior, somewhat troubling. However, he assured them that while he would either vote against its approval or abstain altogether, going forward he will energetically support its implementation if it is approved.

After an extended discussion where Mark tried to further explain his concerns, The board requested Alyssa to meet with some members of her staff and report back to the board in March, with any significant concerns or suggested changes she may incorporate. Alyssa will also meet with Daniel and get his opinions on any potential changes.

The issue was tabled until the March meeting.

### **Governance Committee Report - Lopez-Weston**

Meaghan informed the board that she had received an application for board membership from a station supporter. She will convene a committee to interview the

applicant, and report back to the board their recommendation. At that time the board will vote on accepting the application.

Mark stated he also had 2 very strong leads for board membership. One person has stated a willingness to serve, but not until mid-summer. He will be meeting shortly with the other to fully explain the obligations of serving on the board, and ascertain their intent.

Meaghan then asked Karen and Mark to finalize their updates to the Board Book so it would be ready to present to any new board members in the future.

### **New Business and Public Comment**

There being no other business or public comment, Meaghan adjourned the meeting at 7:46 PM.