



— Minutes —

Radio Boise Board of Directors Meeting

Thursday, June 26, 2023 - 6:00 - 7:30 PM

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

Board Members (6) - Meaghan Lopez-Weston (Chair), Daniel Glynn (Vice Chair) Karen Callaway (Treasurer), Mark Shirrod (Secretary), Jim Musser, Nichole Albertson-Winkle (General Manager non-voting)

Board Members in attendance (5) - Lopez-Weston, Shirrod, Callaway, Musser, Glynn, Albertson-Winkle

Visitors - Jared Bostrom

Call to Order 6:06 PM - Lopez-Weston

Call to review and approve minutes - Lopez-Weston

Moved to Approve (Lopez-Weston), seconded (Musser), Passed 4-0

General Manager's Report - Albertson-Winkle

Nichole Marie reported that she continues to learn a lot every day and is excited about the progress being made. Station made \$1,271 in merch and items sales at Yard Sale. Father's Day Car Show was a success; \$690 from raffle, \$1,500 from DBA and lots of new volunteers. Received Boise Arts and History grant of \$1,000. Programmers party will be at Realms on Saturday, July 29th from 1-4pm. Nichole would like to resume RB open houses on 1st Thursdays. Volunteer orientation went well, got 15 new possible volunteers, including a couple of grant writers. 3 new programmers have joined RB. New underwriting accounts are being acquired and Zamzows will no longer be continuing their contract due to financial decisions. Nichole and Chris to begin calling on outstanding

invoices, matches, pledges, etc. Lightner Electronics will be paid \$1,000 now and \$100/mo thereafter until outstanding balance on transmitter parts is paid in full. Discussed highlights of the CPA's business assessment regarding the current operations at the station. Kellina Breakfield's contract for social media management was terminated, Jared Bostrom will be absorbing those duties. RB's tax Form 990 is ready to file with Travis Jeffries.

Financial Report - Callaway/Lopez

Jim requested monthly cash flow analyses from Nichole to go along with standard monthly reports. Due to some inaccuracies, board members agreed to not approve May's financials. Appears that RB is starting June with a better cash position than originally projected.

It was moved (Lopez-Weston) and seconded (Glynn) to approve March's financials. Passed 4-0.

Internal Affairs - Lopez-Weston

The terms of the contract for Guardian CPA taking over RB's bookkeeping and accounting was discussed. Monthly payments of \$250 have already been budgeted for for the current accountant, Peter Ritter. Guardian CPA's rate for RB's account is approx. \$560/mo. Guardian will be paid the budgeted \$250/mo plus the \$310 difference in an underwriting exchange. Services are set to begin July 1st. The contract is not yet finished, so an emergency action will need to be taken so that services can be started on time.

Emergency actions of the board outside of a regular board meeting are permitted in our bylaws in time-sensitive situations, and do require a unanimous vote of approval to pass. The following actions were taken:

On May 11, 2023, it was moved (Lopez-Weston) and seconded (Callaway) to hire Nichole Marie Albertson-Winkle as the new General Manager of Boise Community Radio Project, Inc. It unanimously passed 4-0.

On June 7, 2023, it was moved (Lopez-Weston) and seconded (Callaway) to hire Jared Bostrom as the full-time Underwriting Coordinator and to grant him 5 additional work hours per week until his start date on June 21st. It unanimously passed 4-0.

New Business

Suggested that there be a public announcement of Jared's hiring as a full-time staff

member. Jim would like to do a personal website audit. Discussed with Jared the workload for social media and the possible use of volunteers to help. Mark suggested that RB use more volunteers to alleviate appropriate workloads from staff. Jim suggested the use of the Trello program to improve workload management and communication amongst staff. There have been concerns brought to the board regarding Kellina's departure by staff and other volunteers.

Public Comment

There was no public comment.

With no other business, Meaghan adjourned the meeting at 7:25 PM