



— Minutes —

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

Thursday, October 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, Glynn, Callaway, Shirrod, Musser, Albertson-Winkle

Visitors - Wendy Fox, Jared Bostrom, Chris Tansey, Emma Tansey

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

### **Call to review and approve minutes from August 24, 2023 - Shirrod**

Moved to Approve (Glynn), seconded (Lopez-Weston), Passed 5-0

### **General Manager's Report - Albertson-Winkle**

Meaghan and Nichole are looking over the list of IPTV corporate sponsors to identify ones that may be interested in supporting RadioBoise.

Operations Manager Brian Allred is continuing to work with Michael Brown concerning the sale of the McCall translator.

Alan Korn is the station's FCC lawyer, and he will be filling our biennial ownership report in December. This usually cost about \$200. Since they were not Board Members on the last report, Alan will need certain information on Karen, Mark and Jim. Nicholes asked that they reach out to Brian Allred with that information.

She will be sending out "Thank you" cards to companies that donated food during Radiothon.

She wanted the board to know that she felt the programming during Radiothon was “STELLAR”, and that she has had a lot of positive feedback about it from many listeners. The new key-rings and zippered hoodies for Radiothon premiums will be in soon. The Pick-up Party for Radiothon will be at Roots Zero Waste Market on 11/17/23 from 4-7pm. She will look for a DJ.

She will need to order shirts soon, as we are running low on certain sizes and some designs.

She is reviewing the Monthly Mixdown email that she sends every month, and plans to make a few changes to reinvigorate it.

Planning for the Practice New Years Eve event is getting rolling. No venue has been secured yet, but she plans on having one soon.

The Spoonful benefit concert for RB is slated for November 15th at Treefort Music Hall. We are guaranteed a take of \$3000.00, and ticket sales indicate it might be more. We will get a portion of drink sales on sales over \$7,500.00.

Giving Tuesday is November 28, and she will have a email campaign ready as we get closer.

She will also start planning on a contest for future HiFi Society Art.

### **Financial Report - Lopez-Weston, Albertson-Winkle**

Nichole reported that as of 4PM on October 25th, we have collected \$62,129.00 from our Fall Radiothon. That figure includes one time donations, the first month of monthly pledges, collected tabs, and collected matching gifts. Uncollected tabs are \$3,023.66, and uncollected matching gifts are \$5,700.00. She expects those uncollected amounts to be paid shortly. We had 681 donors. And going forward, monthly pledges should come to \$10,900.00 per month. The station will continue to run a “soft campaign” where during their shows, programmers will mention the continuing ability to make contributions.

She also pointed out that Jared had sealed the deal with Valley Regional Transit for monthly underwriting of \$1,260.00

Meaghan reported the September financials as follows:

Donations = \$7,550.87  
In-kind donations = \$2,490.78  
Institutional gifts/Grants = \$670.67  
Merch sales = \$1,250.25  
Underwriting = \$5,925.00  
Misc income = \$0.02

Because of continuing merch inventory issues, our COGS (cost of good sold) was actually (-\$395.19). Final gross profit for September was \$18,282.78

Admin expenses = \$5,064.35  
Broadcast expenses = \$3,230.11  
Insurance = \$3,437.28  
Studio expense = \$2,205.74  
Interest expense = \$268.24  
Marketing = \$249.58  
Professional expenses = \$250.00  
Taxes = \$316.56  
Payroll/payroll taxes = \$20,859.75  
Total Expenses = \$35,881.67

Net income (-\$17,598.89)

As of the end of September the total assets of the station were \$33,641.42, broken down as follows:

Cash = \$15,890.32  
A/R = \$11,211.00  
Merch inventory = \$4,432.40  
Undeposited funds = \$77.43  
Fixed assets = \$2,030.53

Total liabilities were \$125,396.44, broken down as follows:

A/P = \$5,250.89  
Accrued payroll = \$6,252.67  
Accrued sales tax = \$203.17  
Prepaid underwriting = \$10,740.00  
SBA loan = \$102,949.71

Meaghan answered questions and presented additional financial assessments to the board.

It was moved (Shirrod), and seconded (Musser) to accept the financial report. Passed 5-0

### **Governance Committee report - Lopez-Weston**

Meaghan informed the board that she had received 2 applications for board membership, and that the Nominating Committee would be interviewing them in December, with a goal of bringing nominations to the board at its next meeting.

Mark added that he had one more potential applicant, but that there may not be time to include that person in a December vote.

Meaghan told the board that there would not be a meeting in November. Mark suggested that the December meeting be moved up to December 21st, so as not to fall in the week between Christmas and New Years. It was agreed to do so.

Board committees will try to have their work done by the second week in December, for any potential board action.

There being no other business, Meaghan adjourned the meeting at 7:52pm.