



— Minutes —

Radio Boise Board of Directors Meeting

Thursday, June 27th - 6:00 - 7:30 PM

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

Board Members (8) - Mark Shirrod (Chair), Meaghan Lopez-Weston (Immediate Past Chair, Secretary), Karen Callaway (Vice Chair), Jim Musser (Treasurer), Daniel Glynn, Stephanie Coyle, Sarah Curtis, Hilary Rayhill, Nichole Marie Albertson-Winkle (General Manager, Non-voting).

Board Members in attendance (7) - Lopez-Weston, Callaway, Glynn, Shirrod, Curtis, Coyle, Rayhill, Albertson-Winkle

Board Members Absent (1) - Musser

Call to Order 6:07 PM - Shirrod

Call to approve consent agenda for May - Shirrod

Motion to Approve (Lopez), seconded (Curtis), Passed 7-0

Mark raised a few questions about the bingo income, why it was not reflecting as much in the event income account and Meaghan said she will look into it. Also inquired as to why the event expenses were so high, Meaghan explained that it is to offset the in kind donations that we received for the bingo prizes.

General Manager's Report - Albertson-Winkle

Focus on fundraising and grants has yielded great results. Looking forward to CAB orientation/mixer. Continuing to be present at other nonprofits functions to build relationships. Working to fulfil boards requests from May, could use help with number 11. INC's board bootcamp was great, am watching again. Applied for Boise Co-Op Roundup and attended board meeting. Tech team meeting discussed pros and cons of

moving over to Bonterra. Got a new touchscreen for the transmitter. Spring Radiothon Promo Codes went out and orders were fulfilled.

Father's Day Car Show rallied \$1500 from DBA and \$287 in raffle tickets and merch. Idaho Commission on the Arts awarded us a grant for \$5547. Paypal Giving Fund donation \$196.64. Raises were implemented the first pay period in June, as were new Select Health insurance plans.

Jared and Nichole attended NFCB webinar "Powerful Underwriting – Full Power Lessons from a Low Power Station", gave good ideas to reinvigorate our UW program. Putting together mailings and working on agreements with 17 new underwriters.

Father's Day Car show was great outreach, July 10 is Radio Boise Under Cover at the Shrine Social Club, and Greenacres Food Truck Park event on July 17th.

Jordan from Global Gardens is a new programmer sub, and Marley Stambulis is a new programmer for a show called Progressive Landscapes.

Donate Now button added to website.

Financial Report - Musser

May revenue is following the trend from prior months, total revenue to above budget due to surplus of unrestricted donations. Underwriting is still significantly underbudget. No irregularities were noted in monthly statements. AVR aging summary shows \$450 61-90 days overdue and \$180 91+ days overdue. \$1,370 in bad debts written off in May.

Jim provided the following financials:

Donations \$21120.91
Event Income \$623.07
In-Kind Gifts \$2043.37
Unrestricted Grant \$471.27
Merch Income \$454
Underwriting \$5433.50
Other revenue \$0.02
Total income \$30146.14
COGS \$136.48
May Gross Revenue was \$30009.66

Admin expenses \$2188.94

Bad Debts \$1370
Broadcasting expenses \$1639.05
Studio Expenses \$2206.04
Event expenses \$2694.04
Insurance \$2557.76
Payroll/taxes \$17007.91
Loan Interest \$264.42
Professional Services \$1500
Marketing & Promotions \$101.81
Volunteer Hospitality \$47.81
Total expenses were \$31577.78

Net Income for May was -\$1568.12

At the end of May:

Cash \$67718.56
A/R \$7567
Other Current assets \$5287.49
Fixed assets \$1654.53
Total assets were \$82227.58

Accrued payroll \$5872.92
A/P \$611.35
Accrued sales tax \$548.24
Deferred revenue \$3330
Long Term liability (SBA loan) \$101478.47
Total Liabilities \$111840.98

Executive Committee Report - Shirrod

CAB orientation tomorrow will include giving instructions/tasking them with responsibilities and expectations, informing them of NFCB requirements, adding to Slack and sharing CAB book/BSU survey.

Nichole's review will begin, Meaghan will send out the template to the board. Only the board will review Nichole, send finished copy to the secretary so exec committee can review.

Internal Affairs Committee Report - Lopez

Internal Affairs reviewed several grants that Nichole is currently working on; Idaho Commission on the Arts, Boise Arts & History Annual grant, Boise Arts & History Catalyst Round 4 grant, and the Laura Moore Cunningham grant for the department of corrections concert.

We do have the ability to get a sponsorship for our specific stage for Open Streets for musicians.

Will be working on sponsorships for National Radio Day. Have not been approved for anything for Radio Boise Under Cover.

Nichole signed all required forms needed for the car raffle withholdings tax issue, for the IRS and for the state of Idaho. Meaghan will be sending those off this week.

External Affairs Committee Report - Shirrod

Committee is coming up with a 12 pt financial plan: how to recognize underwriters, window stickers, banner ads, etc. They are working not to overlap with event planning committee while still focusing on events/fundraising/advocacy and not overburdening staff. Ideas include the World Village Fest and a blood drive. Discussing RB Teams for community service events (Pride, Paint the Town, Rake Up Boise, Open Streets, etc.)

Governance Committee Report

Dan is halfway done going through the bylaws/amending them. Karen's last board meeting will be July, she is terming out and will not be seeking a second term. Her departure will create a vacancy and an interim Vice Chair will be needed. Sarah Curtis has submitted her resignation from the board, effective today, and will be finishing her show at the end of the month.

New Business:

Nichole would like to discuss the possibility of moving over to Bonterra, a new donor management platform. She also toured the bridal shop upstairs, although it is 2x the cost, she would still like to explore the possibility of us moving. There is an INC conference that she would like to attend that she must sign up for by July 18th which is \$250, it is in the budget so there is no issue with her attending.

There being no further business and no public comment, Mark adjourned the meeting at 7:08 PM.

