



— Minutes —

Radio Boise Board of Directors Meeting

Tuesday, December 23th - 6:00 - 7:30 PM

The meeting was held in the studio of Radio Boise, Boise, Idaho

Board Members (7) - Shauna Smith (Chair), David Stuesse (Vice Chair), Rob Lockward (Treasurer), Hilary Rayhill (Secretary), Mark Shirrod, Sarah Faires, Shevawn Bell

Board Members in attendance (6) - Smith, Rayhill, Shirrod, Stuesse, Faires, Bell

Visitors: Ross Ely, Dave Grabarczyk, Nancy Grabarczyk

Call to Order 6:07 PM - Smith

Call to review and approve minutes from October

Motion (Shirrod), Second (Stuesse),
Approved 6-0

Interim Manager Report - Shirrod

- Events and fundraising:
 - Premium pick up party – 21 pick ups, between music and food costs and selling merch broke even
 - Spoonful benefit raised nearly \$3400
 - Giving Tuesday: \$914 from 8 donors for youth engagement initiative
 - PNYE over 225 admitted, many free. Net \$11,500
 - Year End Appeal \$900 3 donors
- Not a fan of premiums for Radiothon—using leftovers, at KBSU not a lot of premiums. PBS—lots of premiums
 - Best return—focus on matching or premiums
 - Magnets/sticker in thank you card instead of premium
- Still need to purchase amplifier \$5200
- Nearly \$88,500 in the bank
- Applied for Drake Cooper in-kind grant worth \$10,000 for marketing plan
- 8 applicants for part time ED, all local

Mark, Shevawn and Shauna will narrow down to final 3-4 to be interviewed by a panel including possibly some of the following: staff member, CAB, programmer, possible donors—6-7 max by Feb 1

- Raises (or bonus)—Mark and Hilary will determine and bring to the board

Financial Report November- Smith (from Lopez)

- UW \$3700
- Artist expense November (question artist fees \$875)
- Any insurance investigation for a new carrier up to the Treasurer, not Chair
 - Event insurance depends on the event.
 - If event requests, call insurance office for certificate
- Payroll expenses up a bit d/t transmitter issues
- Not approving financial report at this time d/t question of artist fees will check and approve in January

Budget:

- Includes ED compensation in Feb
 - Included projected wages for new part time hires in May
 - \$15,000 for radio repairs - ~\$900 monthly for 11 months after money spent for amplifier (~\$5,000)
 - Increase in training/staff development
 - Included sponsorships/underwriting/grants increase with ED
 - Marketing added this year
 - Line Item added for donor recruitment
 - Merch to be able to order regularly and be better prepared for events
 - Have a fund for emergency/updates
 - Wages/payroll—increase 10% of current expenditures this year
 - Can do in two installments
- Motion to approve (Stuesse), Second (Bell) with amendments to increase wages, add line item for donor recruitment
Approved 6-0

Board Election: Stuesse

- Terms—officer elections in January
 - Carmen House application
 - Motion to approve (Stuesse), Second (Rayhill)
- Approved 6-0

HiFi membership/in kind donations: Smith

- Address at next meeting

New Business:

- Need for part time position to do admin and volunteer coordination
- Need an operations officer/station manager part time in house
- Structure change with marketing manager
- Develop programming committee instead of single program director to determine program scheduling

- Still retain PD, but need new ideas
- 6 people
- Nominate Shevawn for chair and board representation

Visitor/Public Comments:

- Ross: great cash flow
 - Drake Cooper grant is great
 - how to convey to them we really need,
 - appoint one person to work with them
 - Cash forecast for budget—we don't want it drop below (create threshold)
 - Track every month. Very important. Never lies
 - Go through actual vs budget quarterly

There being no further business and no other public comment, Smith adjourned the meeting at 7:47 PM.