The Iowa Public Radio Board of Directors held their regular meeting June 22, 2011, at Iowa State University - The Communications Building, Room 2032. Present for the meeting were Chairman Art Neu, Vice Chairwoman Kay Runge, Director Tysen Kendig, Director Warren Madden, and Executive Director Mary Grace Herrington. Director Gloria Gibson was absent. Present from the IPR leadership team were Kelly Edmister, Scott Rivers, Al Scharis, and board liaison Stacey Godfrey.

Chair Neu called the meeting to order at 10:08am.

Vice Chair Runge moved to amend the agenda by adding Executive Director’s contract review to closed session; seconded by Director Madden. Motion approved unanimously.

May 25, 2011 Minutes Approval:
Vice Chair Runge noted that her request to review Executive Director’s contract was missing; all agreed to add this request to the end of the executive update section of the minutes. Director Kendig moved for approval of the amended minutes; seconded by Runge. Motion approved unanimously.

Finance Update:

Finance Report
Edmister noted that final FY10 audited financial reports had been reviewed and accepted by the Corporation for Public Broadcasting (CPB) and that distribution for the second half of IPR’s funding should be received by month end. Edmister presented the finance report for month end May noting a few line items still under review. Edmister responded to questions on the different funding cycles for university funding, the appropriation from the State of Iowa and private revenue streams. Herrington responded to questions on the recent on-air fund drive strategy noting donors appear to appreciate the shorter drive because of less interruption to programming and that the recent spring drive exceeded the member goal by 17%. The membership department will do a comprehensive analysis on the success of shorter on-air fund drives (response rates, conversion rates, payment mode etc) and use the information to prepare for FY12 fund drives. Chair Neu asked that the analysis be shared with the board of directors when available.

FY12 Operating Budget
Edmister presented a draft of the FY12 operating budget noting many variables were still undetermined such as the appropriation from the State of Iowa, equipment depreciation based on different university protocol and revenue targets for underwriting. Edmister noted that compensation included an average merit increase of 2.3% which is consistent with university merit increase protocol for FY12. While the programming estimate was fairly solid, Edmister noted we are waiting on confirmation in changes to NPR membership fees as a result of the digital services initiative. Herrington noted that while there was considerable communication within the industry – and recently reported in the press – NPR had not finalized ‘what’ the digital services initiative included, ‘how’ member stations would use the services and ‘what’ the final cost would be. Vice Chair Runge asked to be involved in the discussions as NPR further developed its plan. Herrington noted the next opportunity to hear more would most likely be the Public Radio Program Directors Conference (PRPD) in the fall and promised to alert the board of directors for
opportunities to attend or take part in the discussion. Vice Chair Runge noted that if IPR as a member station had concerns about the new services and fee schedule, that Chair Neu should communicate those concerns in formal correspondence to NPR. Edmister continued her review of other line items including travel, services and professional development.

Given the few remaining unknowns in order to complete the FY12 operating budget, Director Madden moved we hold a special board meeting to approve the FY12 operating budget. Seconded by Director Tysen. Herrington was tasked with identifying dates and schedule the special meeting noting it should be in advance of the Board of Regents meeting on August 4th. Motion approved unanimously.

Executive Update:

**IPR Single Class Employment Plan**
Herrington presented the latest draft of the Single Class Employment Plan. Key updates included finalizing all employee discussions with each university and gaining agreement on the plan from their respective human resource leadership. Herrington led discussion on remaining tasks and timelines. Key to the plan is the migration from university-based payroll and benefits administration to centralized services. IPR proposed the use of a Professional Employment Organization (PEO) and noted IPR would follow the standard Request for Quote (RFQ) process in coordination with ISU purchasing department. Vice Chair Runge moved for IPR to initiate the RFQ and review results with the board of directors at the next meeting. Seconded by Director Madden. Motion approved unanimously.

**Department Updates**
There were no questions nor discussion on department updates.

**Closed Session**
Chair Neu moved to enter closed session to discuss the purchase of real estate pursuant to Iowa Code 21.5 (1) (j) as well as to discuss an individual’s performance pursuant to Iowa Code 21.5(1) (i). Seconded by Director Runge. By roll call:

- Kendig: Aye
- Neu: Aye
- Runge: Aye
- Madden: Aye
- Gibson: Absent

Chair Neu moved to exit closed session; seconded by Director Madden. By roll call:

- Kendig: Aye
- Neu: Aye
- Runge: Aye
- Madden: Aye
- Gibson: Absent
Chair Neu adjourned the meeting at 11:58am.

Respectfully submitted,
Stacey Godfrey, Executive Administrative Assistant