Board of Directors Meeting Minutes
September 27, 2005

The Iowa Public Radio Executive Council (IPREC) convened on Tuesday, September 27 at 1:30 p.m. at 118 Pappajohn Education Center in Des Moines.

Members present: Art Neu, Chair, Kay Runge, Steve Carignan, Steve Parrott, Warren Madden, Cindy Browne. Other attendees: Don Wirth (ISU), Joan Kjaer (UI), Wayne Jarvis (UNI), Bill McGinley (ISU), Steve Firman (Friends of KUNI).

The IPREC meeting was called to order by Chair Neu. The following outlines discussion of agenda items at the meeting:

**Approval of August 22, 2005 minutes**
Parrott moved to approve the minutes of the August 22 meeting which was seconded by Carignan.

**Executive Director’s Report**

**Financial Report**
Wirth reported on financials provided in his 9/23 e-mail. Requested feedback on best format to utilize for coordinated categories. Carignan moved to format CPB monies on an accrual basis. Parrott seconded; unanimously approved. Wirth also reported all three stations currently undergoing audit process. Browne reported IPR projected deficit will be reduced as planning moves forward and stations draw on cash reserves to fund various activities.

**Executive Director Budget**
Browne distributed a draft budget for $300,000 with goal of providing a more refined budget at next meeting.

**Public Telecommunications Facilities Program (PTFP) Funding Announcements**
McGinley reported funding received from U.S. Department of Commerce ($451,848) for station at Ottumwa and ($176,997) for expanded coverage at Perry station. New towers will be at both sites with a partnership established with IPTV for use of their land at the Ottumwa site. Still awaiting FCC approval. Would be no earlier than Spring ’06 before Perry frequency would be available.

**Digital Conversion Grants**
McGinley distributed a press release announcing grants received from Corporation for Public Broadcasting (CPB) for purchasing equipment to transition to digital radio. One in the amount of $80,000 for WOI-AM and one in the amount of $80,000 for WOI-FM. Jarvis reported grants also received for digital conversation for KUNI and KUNY in the amount of $80,000 each. Matching funding required from the stations to cover the purchase of equipment needed. McGinley’s staff working on thank you letters to congressional staff involved in this effort.

**Transition Planning and Funding**
Browne reported on 9/23 e-mail about management meeting recap held 9/16/05. Couple of items are underway: consultant currently on campuses interviewing staff and want to do development audit in very near future. Desire is to use consultants to do behind the scene activities to bring forth consolidated issues. Discussion occurred about RFP process, bidding process, etc. where it was
determined need to currently operate within framework of Board of Regents, State of Iowa policies. Browne to follow up with Madden regarding procedures/process.

Browne reported thirty-eight applications have been received for administrative assistant position; however, further consideration is being given to buying services from stations instead of bringing on a new position at this time.

Communications
Browne indicated working with management group who are working with their staffs to try and have future meetings in a virtual setting thus limiting travel by managers. Also, trying to add Executive Council to a Public Radio publication membership list. Currently scheduling meetings on site with manager, management teams, staff, Executive Council representatives, University stakeholders, funders and community groups, etc. IPR website is under consideration when branding, strategic plan, etc. is underway.

Other
Discussion occurred that T1 line strategy to move forward with strategy to tie it to a new, as yet undetermined programmatic effort. Goal is to leverage the symbolic value of connecting the stations to attract major underwriting and press attention. Madden talked about BOREAS project to be on the November Board docket and how that might benefit these needs. McGinley shared concern about lag time of service and internet protocol deficiencies where signal could possibly disappear for period of time. User expectation needs to be taken into consideration. A plan will be recommended by stations for having this in place, perhaps in time for the January legislative session.

IPR Corporate Structure
Browne brought forth information provided in 9/4 e-mail regarding IPR structure criteria. Neu added concern about expansion of the Executive Council and not becoming too large as well as maintaining a space for a community college representative. Parrott brought up if becomes a separate entity how will current memberships be incorporated as well as the ties with the universities because of unique programming. Following discussion Runge moved to adopt criteria. Madden seconded. Approved unanimously.

Browne has collection of models of structure used around the country. Runge requested Browne prepare a matrix with common denominators of options and analyses for a decision to be determined at next meeting by Executive Council for those options to explore further with legal counsel. Neu will follow up with Regent Gartner regarding legal counsel options.

Other items
Browne shared a legal opinion from Meg Miller w/Dow, Lohnes & Albertson regarding a license renewal. A meeting will be facilitated with Browne to provide assistance/partnership, if appropriate.

Kjaer noted an opportunity may be available for a partnership. Conversations will continue as situation arises.
Next meeting
Next meeting of IPREC is scheduled for Thursday, October 27 at 1:30 p.m. in Des Moines at a location yet to be determined by Browne.

Respectfully submitted,

Judy Hankins
Recording Secretary