

**Approved October 12, 2017**  
**Board of Directors Meeting**  
**July 20, 2017**

**Meeting called to order: 5:45 pm by Jeff Fountain**

**In attendance: Mary Alberts, John Allison, Marlo Faulkner, Jeff Fountain, Helle Jorgensen, Linda Mielke (by phone), Dave Walker, Jen Westra**  
**Absent: Max Mendez**

**Staff: Cary Boyce, Linda Stowe, and Kathy Sackett**

**Approval of April 13, 2017 Minutes:**

Motion: Dave Walker 2<sup>nd</sup> Mary Alberts                      All in Favor: Yes

**Staff reports: See Attached**  
**Please review, contact Cary with questions.**

**Old Business:**

- **Budget:**

- The annual audit will begin in September. Linda is still working on the next FY budget, and I'll send that out soon.
- Good news: The CPB funding has been finalized and approved at current levels for the next two years, and this sets the stage for the 2019-2020 appropriation. We are optimistic it will hold.
- As you know, I've made a formal request to the Washington State legislature to "untie" the restrictions on the remainder of our capital construction grant from the state of Washington. At this point, the first priority was to preserve the award and not turn it back. This has been accomplished and rolled over for the next two years, and will give me time to continue our efforts to ease restrictions on the grant going forward.
- Planned Giving/The Endowment: After the initial gift of \$8,000 for the new SPR Endowment Fund, we received another \$5,000 gift bringing us to \$13,000. It's a humble beginning—but it's a start. The endowment committee met to get some infrastructure in place we have sample investment policies to consider from NPR and the Inland Northwest Community Foundation. With such a small amount, we must keep our fees low in order to make any progress in growth.

- **Programming:**

- We are working to hold programming costs steady as previously discussed. I don't foresee any drastic cuts this year, though we may let the NPR Holiday programming package go, and look for more local options including one we develop here on a Celtic Christmas theme.
- We need a volunteer/volunteer producer handbook about intellectual property. This is usually a matter of contract when an employee starts, particularly at University licensees, but it hasn't been done here where our volunteer labor is concerned or even our staff producers. I missed this in our last pass at the employee handbook, but it needs to be addressed.
- Concept programs in development:
  - *Turning Points*
  - *On Creativity*
  - *Celtic Christmas special*
- Montana folk festival had some equipment issues, but was a great event.
- We are looking at featuring Dan Maher for his 35 years of Inland Folk at the Fall Folk Festival.

**FCC:** Our public file has been brought up to date. In the event the FCC walks in for an inspection, we should be in good shape. No word on our tolling request to the FCC to extend our CP for and HD upgrade in Kellogg due to weather issues, but we should have an approval soon.

- **CAB:** The CAB had no further comments on our programming. They were pleased to hear of the progress on major giving and the endowment. They have also been apprised of cost challenges and increases, and the steps taken to alleviate our costs. Jim Armstrong has stepped down, so we'll need to replace him asap. I have some ideas for that, but we need to grow and diversify our CAB as well.

- **STAFF:**

- Katie Moog will be leaving us. Her last day is the end of this month. We thank her for her great service during times of great transition. More information on this soon. Her position will be posted immediately.
- Volunteer Mike Ganella is going to work on the SPR Music Library.
- We have a new news intern: Jaden Young. She's between her freshman and sophomore years at Dartmouth College in New Hampshire. She writes for the school newspaper there. She also wrote for and edited her Lewis and Clark High School newspaper. She's here because she wants to learn about radio. She anticipates majoring in geography.

**OTHER:**

- **PMDMC Conference, San Francisco:** At the PMDMC Conference:

- Government Issues at the federal level
- Lulu Garcia Navarro, Jarl Mohn, Tom Ashbrook
- NPR Station Compact:
  - Agreement on expanding the "national network through station newsrooms, increasing collaboration.
  - Disagreement on how to pay for it.
- Planned Giving, Estate Giving
- Develop a more layered and consistent system for our stewardship
- Phone system testimonials?
- Marketing/Underwriting. Greater Public suggests considerably more emphasis on digital development. All stations have widely varying resources to pursue this.

Meeting adjourned: 6:45 pm

Next BOD meeting: October 13, 2017 (early due to pledge drive the following week)

**Celebration of Dave Walker's last meeting!**

## Staff Reports

Report to Board of Directors  
July 18, 2017  
Jerry Olson

Current major projects:

- Phones- New system seems to be working well, although there are a few features that we used to have that are now gone. I haven't found any takers for our old KSU systems. We have two complete systems. (Trillium Panther 2064). They will be e-cycled next month.
- Satellite Stations & Translators- Unfortunately, I was correct about the Twisp satellite station (KTWP). The tower was lying face-down in the snow when we got there, happily broadcasting away. We were able to put up a temporary antenna to get back on the air. I plan to go back later this month to put the original antenna back up on a different tower to which we've added a new section. The old tower location will be abandoned.

We were also able to get in to the Omak Mountain site in early May using a snowcat (in this case, mostly a mudcat). Last year's fires destroyed any groundcover that might have helped in keeping the "road" in place. I was able to get KOMQ, Omak (and consequently KPBG, Oroville) back on the air. There's still a problem with over-the-air reception of the KSFC signal from KPBX-HD2. The fires destroyed the translator district's master antenna line and the Colville Tribe does not want it replaced as it was. I will probably need to relay the signal from Goat Mountain (Brewster). That will require that KPBW be converted to an HD broadcast station.

- Engineering Conference- My presentation went very well at the Public Radio Engineers' Conference in April. The members of the Association of Public Radio Engineers really seemed to love the overall project and the Firehouse in particular.
- General Plans-Get to as many of our sites as time allows to prepare them for winter.

News – Doug Nadvornick

The news department will air interviews with Spokane City Council candidates during the next two weeks. Washington's primary election is August 1. We have Candace Mumm and Kathryn Alexander scheduled for this week's Inland Journal; other candidates will be included if they agree to interviews. Steve is away this week, but he will join next week with the interviews.

Inland Journal continues to cover a variety of regional issues, including reports about direct medical care, an alternative to traditional medical insurance, and the debate about whether or not to build a cover over the renovated pavilion in Riverfront Park.

Our new intern, Jaden Young, has begun a summer stint with us. She will be a sophomore at Dartmouth College next fall. She was a writer and editor at the Lewis and Clark High School student newspaper. She writes for the Dartmouth paper and is interested in learning more about radio news.

One note about our spring intern: Emily Goodell graduated from Whitworth University and is writing this summer for the newspaper in Ellensburg, and producing stories for Northwest Public Radio.

Thank you,  
Doug

### Volunteer/ Outreach

I am currently scheduling volunteers to assist in our booth at Art on the Green August 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup>. This is a great way to get out in the community and connect with listeners/members in northern Idaho. Shifts are usually about 3.5 hours. Additionally we need a couple of folks to help in our booth at the Fall Arts Preview in Comstock Park on Labor Day. Please call or email me at [singoldby@kpbx.org](mailto:singoldby@kpbx.org) if you are interested in helping. Thank you!

Cheers,

Stephanie

## Membership

We finished the 2016 fiscal year strong and are looking forward to continued success in the 2017 fiscal year. A renewal letter was mailed to approx. 5600 Fall Renewing Members the 2<sup>nd</sup> week of July and we are starting to see the returns on that action.

The current Membership Drawing is a ticket package to concerts with the Spokane Symphony Pops, that drawing will be on July 28<sup>th</sup>. We will continue with monthly renewal letters and drawings to motivate our listeners to become members.

We have set the Fall Pledge Drive dates as October 19-25<sup>th</sup>, please let us know if you are available to assist with the drive. We have not discussed a theme as of yet but will start the planning shortly.

Beth Severn-Johnson

## Underwriting

It's been a busy summer. We've welcomed a number of new clients to our airwaves recently. Underwriting renewals are basically steady as are collections. We've also had some interest from former clients discussing coming back for many reasons including the threat of CPB being phased out.

I'm working on annual contracts with in kind underwriting clients who help provide a variety of services or products for the station to help defray the costs of doing business. I recently completed the annual round up of in kind forms for our Audit from these same clients.

## Events

On Point' s Listen to America tour with Tom Ashbrook has been rescheduled for September 22 at The Bing, 7:30 pm. We still have tickets available for station volunteers like our Board. If you would like to attend, please let me know or contact The Front Desk soon.

## Board Report –July 2017 Programming

Holidays bring specials, and we had plenty on the 4<sup>th</sup> of July: Stephen Foster, Leroy Anderson, Beatles, Altamont, Capitol Steps and more. We'll have a few left over for Labor Day.

Bookshelf has a short novel by author Mike Aleman, who volunteers with us. Next up, Doug reading a baseball book.

We have a plethora of other summer music shows taking us all over the world: Brazil, China, Latin America, Virginia.

Jim and Verne are going to and covering regional music festivals.

Several interns are working in news, movies, and literature.

**Spokane Public Radio Financial Summaries**

**30-Jun-17**

**Balance Sheet**

	Jun-17	Jun-16	\$ Change
Checking/Savings	483,749	656,855	(173,106)
Accounts Receivable	596,873	479,186	117,687
<b>Total Current Assets</b>	<b>1,080,622</b>	<b>1,136,041</b>	<b>(55,419)</b>
Fixed Assets	3,182,214	3,258,189	(75,975)
<b>TOTAL ASSETS</b>	<b>4,262,836</b>	<b>4,394,230</b>	<b>(131,394)</b>
Current Liabilities			
Accounts Payable	8,164	12,341	(4,177)
Other Current Liabilities	65,138	66,379	(1,241)
<b>Total Current Liabilities</b>	<b>73,302</b>	<b>78,720</b>	<b>(5,418)</b>
Long Term Liabilities	-	-	0
<b>Total Liabilities</b>	<b>73,302</b>	<b>78,720</b>	<b>(5,418)</b>
Equity	4,189,534	4,315,510	(125,976)
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,262,836</b>	<b>4,394,230</b>	<b>(131,394)</b>

**Profit & Loss**

	Jun-17	Jun-16	\$ Change
Total Income	1,897,391	2,008,476	(111,085)
Total Expense	2,023,364	2,046,432	(23,068)
<b>Net Income</b>	<b>(125,973)</b>	<b>(37,956)</b>	<b>(88,017)</b>

	30-Jun-17	30-Jun-16	\$ Change	Notes
<b>Income</b>				
Total 500 · Contributions Individuals	984,661	1,074,670	(90,009)	
Total 520 · Corporate Support	358,964	361,814	(2,850)	
Total 541 · Special Events	101,245	152,712	(51,467)	
Total 550 · Grants	314,580	269,940	44,640	CPB
Total 560 · Passive Income	561	(16,368)	16,929	no anon trust interest
Total 570 · Services & Other Income	15,407	11,000	4,407	
Total 582 Donated Equipment and Services	121,973	154,708	(32,735)	
<b>Total Income</b>	<b>1,897,391</b>	<b>2,008,476</b>	<b>(111,085)</b>	
<b>Expense</b>				
Total 600 · Payroll	708,726	674,467	34,259	
Total 610 · Employee Expenses	158,726	167,104	(8,378)	
Total 640 · Professional Services & Fees	123,903	154,736	(30,833)	
Total 650 · Supplies and postage	22,914	19,472	3,442	
Total 660 · LLCs - Rent and Utilities	141,977	97,592	44,385	
Total 680 · Utilities	39,555	75,236	(35,681)	
Total 690 · Rent	38,080	69,811	(31,731)	No Hoban
Total 700 · Maintenance	7,621	6,491	1,130	
Total 710 · Network Programming Fees	483,838	488,506	(4,668)	
Total 720 · Marketing and Development	49,287	47,950	1,337	
Total 800 · Direct Fund Raising costs	48,185	57,530	(9,345)	
Total 810 · Miscellaneous	2,884	3,834	(950)	
830 · Insurance	28,648	27,397	1,251	
850 - Donated Services	37,730	29,737	7,993	
900 - Depreciation	131,290	126,569	4,721	
<b>Total Expense</b>	<b>2,023,364</b>	<b>2,046,432</b>	<b>(23,068)</b>	
<b>Net Income</b>	<b>(125,973)</b>	<b>(37,956)</b>	<b>(88,017)</b>	