

**Board of Directors Meeting
January 18, 2018**

Meeting called to order: 5:35 pm by Jeff Fountain, Chair

In attendance: Mary Alberts, John Allison, Jeff Fountain, Helle Jorgensen, Max Mendez via phone, Linda Mielke via phone, and Jen Westra

Absent: Marlo Faulkner

Staff: Cary Boyce, Jerry Olson, Linda Stowe, and Kathy Sackett

Guests: Staci Huffman and Scott LaPlante from Eide Bailly, LLP

Approval of October 12, 2017 Minutes -

Motion: Helle Jorgensen 2nd Jen Westra All in Favor: Yes

Staff reports: See Attached

Please review, contact Cary with questions.

Audited Financial Statements for FY 2017

Presentation by Independent Auditors

- Audit Report from Eide Bailly - Staci Huffman and Scott LaPlante
- The independent Auditors went over the Audited Financial Statements for FY 2017
- Also discussed the up-coming changes for non-profits which SPR is opting to implement early adoption in FY 2018
- We thanked them for their work and they thanked us for ours

OLD BUSINESS:

- **Programming:**
 - The new programs are in place, and last weekend a few more listeners noticed APHC (now Live From Here) is missing. Comments continue to be overwhelmingly positive, though some are inconsolable about its loss. Not many comments about other shows. See the guide for the changes.
- **CAB:** The CAB was 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. I will distribute their minutes which include some of their comments on programming, which is their primary function. Generally they are pleased with the direction.
- **STAFF:**
 - Verne Windham will go to 25 hours/week on February 1. We are still parsing out duties, but he will remain as a classical announcer and producer, as well as helping me raise money.

- Doug Nadvornick is our full time program director as well as a reporter and producer from the *Inland Journal*, and has picked up most of the administrative aspects.
- Rebecca Danon has joined us part time as marketing coordinator.
- Announcer Christine Eschete is leaving us to work on the Lisa Brown campaign. As you know, we try to keep a fire wall between public political opinion and station content, and I appreciate both her sensitivity to the issue, and her diligent work for public radio. She will be missed.

NEW BUSINESS

- **Board Retreat**

OTHER:

- We need to elect a treasurer to replace Dave Walker. Dave sends his regards, by the way, and he continues to support the station by rolling his capital campaign payments into the endowment now that his pledge is paid off. It's an example I hope to replicate many times over.

Mary Alberts motioned to nominated Jen Westra for the position of Treasurer, 2nd by Helle Jorgensen, accepted, vote taken, all in favor, yea. Jen Westra elected Treasurer.

- March 1 Deadline from FCC to migrate our public file online. – A major project.
- **SPR's 38th birthday party is tomorrow at the station, please drop by!**

Meeting adjourned: Jeff Fountain at 6:38 pm Next BOD meeting: April 12, 2018

Staff Reports

Report to Board of Directors
January 18, 2018
Jerry Olson

Current major projects:

- Phones- In December, we had our first call-in show using the VoIP phone system integrated into the consoles and the newly-purchased profanity delay. Doug reported that everything seemed to run smoothly.
- Satellite Stations & Translators-I installed a more modern remote control at Kellogg a few weeks ago. Along with that, I improved the cell antenna for the internet router up there. Now, we are able to reset either the transmitter or HD receiver remotely.

KOMQ in Omak remains up but the KSFC translator there is down due to my inability to get a reliable signal from KPBX-HD2. (This also takes down the upper-Okanogan KSFC translator at Pickens.) The receive system on Omak Mtn. was destroyed in the 2016 fire and the tribe doesn't want us to replace it as it was. The long-term solution is to convert Goat Mtn. (KPBW Brewster) to an HD transmitter set. From there, a strong HD signal will be available to relatively-nearby Omak and McClure (Twisp) mountains. That will have the added advantage of making us independent from the Shaw satellite feed at both Omak and at McClure. This is a satellite feed for which we have no service agreement. The downside is that Goat Mtn. has also had its share of fire-related outages. There is no backup power at any of these remote sites.

The license to cover the Construction Permit for KPBG in Oroville has been granted by the FCC.

- Mica Generator-We had another failure of the emergency generator at Mica Peak just after Christmas. It ran for an hour or so before overheating. Normal maintenance parts are no longer available for this unit. I've been making due with what I can find online. My next project there is to have the generator control automatically trigger a power reduction for KPBX when the generator is running. That should buy us some extra time.
- General Plans- I need to spend some time with Cary this winter to plan a hit list for several of our sites. I did not get to as many sites this summer as I had intended. Of course, a lot will depend on what budget I will have available.

January 2018 Underwriting and Events Board Report – Kathy Sackett

Collections in December were solid. However, January has started out typically slow in both collections and underwriting sales. General sales are a bit slower than usual, exacerbated by two short weeks in a row. We have had good response from underwriters to our annual March health forum. The topic is one of interest to us all: Living In The Health Care Maze.

Events

We have been collecting donations for The Record Sale. The sale takes place February 24 & 25 at the Spokane Valley Events Center. On January 27 we will kick off the winter season of the KPBX Kids

Concert with kids from the Spokane Youth Symphony playing for music lovers of all ages at St. Johns's Cathedral.

News / Programming Report – Doug Nadvornick

Here are some of our accomplishments from the last quarter:

- We've followed through on some programming changes on all three stations. KPBX removed A Prairie Home Companion from the schedule, replacing it on Saturday with Live Wire at 3 and The Moth Radio Hour at 4. On Sunday, we've consolidated Dan Maher's Inland Folk from 6-9 pm and added an hour to Soundspace; it now runs from 9-11 pm. Folk Alley is now at 3 pm on Sunday. On KSFC, we've moved Native America Calling from 10 am to 9 pm on weekdays and replaced it with On the Media, Reveal, the TED Radio Hour, Innovation Hub and Big Picture Science. The live feed of Native America Calling has been added to KPBX at 10 am.
- SPR provided stories on local election candidates and issues in Inland Journal throughout October, including the audio feed of a one-hour KSPS program that featured debates with Spokane city council candidates with Doug Nadvornick hosting. Doug provided coverage of results on Election Night. Doug and Steve Jackson did a live follow-up election program on Inland Journal on the Thursday after the election.
- Doug recently hosted/taped (with Tom McArthur) a one-hour community small group discussion about suicide and grieving. The program will air on both KPBX and KSFC within the next 2-3 weeks.

Volunteers - We are currently looking for volunteers to help with the upcoming Record Sale and Donation Day. A dozen volunteers are needed to help receive items at the station on February 10th for the Record Sale Donation Day. Over 100 volunteers are also needed to help with the Record Sale at the Spokane Valley Event Center. Set up volunteers are needed on February 22-23; and there are several volunteer shifts available during the actual sale on February 24 & 25. We would love to have BOD members assistance at these events. Please sign up by calling me at the station or emailing me at singoldby@kpbx.org. Thank you for all the ways you support SPR.

Cheers,
Stephanie

Membership – Beth Severn-Johnson

We start off the year looking good, Membership made our end-of-the-calendar-year goal and are looking forward to a strong Spring campaign. Over 7000 renewal letters were sent in the beginning of January. There are a number of great drawings this spring. We are starting off the year with tickets to the Bach Festival for the drawing. Listeners seem to be engaged and our sustaining programs are proving to be a success.

We wish to thank the Board for filling out the Thank You note cards to our major donors!

Spokane Public Radio Financial Summaries

31-Dec-17

Balance Sheet	Dec-17	Dec-16	\$ Change		
Checking/Savings	530,061	508,940	21,121		
Accounts Receivable	167,037	256,684	(89,647)		
Total Current Assets	697,098	765,624	(68,526)		
Fixed Assets	3,566,901	3,677,259	(110,358)		
TOTAL ASSETS	4,263,999	4,442,883	(178,884)		
Current Liabilities					
Accounts Payable	24,319	37,935	(13,616)		
Other Current Liabilities	65,138	63,846	1,292		
Total Current Liabilities	89,457	101,781	(12,324)		
Long Term Liabilities	-	-	0		
Total Liabilities	89,457	101,781	(12,324)		
Equity	4,174,542	4,341,102	(166,560)		
TOTAL LIABILITIES & EQUITY	4,263,999	4,442,883	(178,884)		
Profit & Loss	Dec-17	Dec-16	\$ Change		
Total Income	1,014,681	997,413	17,268		
Total Expense	910,834	884,502	26,332		
Net Income	103,847	112,911	(9,064)		
	31-Dec-17	31-Dec-16	\$ Change	% var	Notes
Income					
Total 509 · Capital Campaign	28,976	41,960	(12,984)	-31%	
Total 500 · Contributions Individuals	593,842	520,938	72,904	14%	
Total 520 · Corporate Support	173,135	169,589	3,546	2%	
Total 541 · Special Events	50,691	22,477	28,214	126%	On Point & BS
Total 550 · Grants	160,744	229,127	(68,383)	-30%	CPB down
Total 560 · Passive Income	98	411	(313)	-76%	
Total 570 · Services & Other Income	5,037	8,093	(3,056)	-38%	Navtech in Jan
Total 581 · Donated Equipment	2,158	4,818	(2,660)	-55%	
Total Income	1,014,681	997,413	17,268		
Expense					
Total 600 · Payroll	361,682	341,903	19,779	6%	Add News staff
Total 610 · Employee Expenses	85,131	77,930	7,201	9%	Add News staff
Total 640 · Professional Services & Fees	50,504	64,663	(14,159)	-22%	Accounting & Computer
Total 650 · Supplies and postage	7,770	8,175	(405)	-5%	
Total 660 · LLCs - Utilities	29,556	22,815	6,741	30%	
Total 680 · Utilities	21,278	16,879	4,399	26%	Hoban refund 2016
Total 690 · Rent	13,882	15,122	(1,240)	-8%	
Total 700 · Maintenance	3,689	3,809	(120)	-3%	
Total 710 · Network Programming Fees	287,309	280,766	6,543	2%	
Total 720 · Marketing and Development	8,891	6,373	2,518	40%	
Total 800 · Direct Fund Raising costs	18,729	23,210	(4,481)	-19%	bank card fee reduced
Total 810 · Miscellaneous	1,333	1,543	(210)	-14%	
830 · Insurance	21,080	21,314	(234)	-1%	
Total Expense	910,834	884,502	26,332	3%	
Net Income	103,847	112,911	(9,064)		