

**Board of Directors Meeting
July 19, 2018
Minutes**

Meeting called to order: 5:38 pm by Jeff Fountain, Chair

In attendance:

Helle Jørgensen

~~Via phone~~ Mielke

Jen Westra

Mary Alber

Absent:

Max Mendez

Staff: Cary Boyce, Linda Stowe, Kathy Sackett

Approval of 04-12-2018 Minutes: Motion: Jeff Fountain 2nd John Allison All in Favor: yes

Staff reports: See Attached

Please review, contact Cary with questions.

OLD BUSINESS:

- **Budget:**

- June 30th, end of the fiscal year. The numbers reflected in the packet have the current financials.
 - Financial statements for non-profits are undergoing a major change and will be implemented in FY 2019
 - We are running in the black, and doing our best to keep costs in check. We can't keep cutting ourselves to solvency.
 - We must focus on major giving and the endowment.
- Previously, I mentioned that our immediate concern is the increase in programming costs at the national level. Steps to combat these increases (about 3.5% or on the order of \$19,000) have been to let go Performance Today and Living on Earth. More reasonable programs replace these, though there is still a small increase, it's not as bad.
- We continue to work on major and estate gifts.
- We had a very successful fund drive with a goal of \$152,000.
- Underwriting continues to flag a bit, but we are working on some initiatives to ramp this up.

- **Programming:**

- We have dropped Performance Today, a savings of \$9,300/year.
 - Exploring Music with Bill McGlaughlin is a less expensive and very good alternative—for one hour weekdays. Comments about the change have been negligible. It's \$1500.
 - Inland Journal and Northwest Arts Review and in place, and so far working well. We plan to tune it up, and further, we are applying for an NEA grant to expand the concept.

- **CAB:** The CAB has been apprised of cost challenges and increases, and the steps being considered to alleviate our costs. They agree with the changes we have made. Further, they had two important comments:
 - We can do a better job of news and other promotion via social media.
 - We should revisit Saturdays with an eye toward fresher, and more entertaining programming.

Cary, "I'm in agreement with this assessment, and we'll make it happen."

- The board was thanked for putting up a really fine Mara Liasson reception, and to the staff for the event itself. We've heard many positive comments. We will be awhile sifting out the finances of it. Our supporters in attendance were very pleased—and Mara herself was very pleased. The entire event was successful, and we even broke even.
- **STAFF:**
 - We have added Chris Maccini to our staff as marketing coordinator. He is working out splendidly!

OTHER:

- Dan Fratini was put forth as a candidate for the board of directors. His application is attached to the packet that Linda sent. Dan has been a substantial supporter for the station for a long time.

Cary was introduced to Dan through Steve Bass, the president of Oregon Public Broadcasting, when we had the Western States Public Radio conference here a couple years back. In a later phone call, Steve said, "You have got to get that guy on your board. He's smart. He's experienced. And he's a really good guy." I met with him a couple weeks ago to assess his interest, and he is delighted to be considered. I find Steve's assessment to be true on all counts.

Motion to accept Dan Fratini as a board member, Jeff Fountain; 2nd Jen Westra
All in favor: yes. Dan Fratini as been elected to the Board of Directors.

- Conflict of Interest Forms: sent with the board packet and returned to Linda
- This is Mary Alberts last meeting, and we thank her for her great service and support of SPR over the last eight years. We have some champagne to celebrate, and we look forward to her continuing involvement with the station on the Community Advisory Board!

Meeting adjourned: 6:33 Next BOD meeting: DATES October 25, 2018

Staff Board Reports - July 19, 2018 Meeting

Doug Nadvornick Programming:

Jim Tevenan's *Northwest Arts Review* is now on the air. We've paired it with *Inland Journal* on Thursdays (noon hour on KPBX; 3 pm hour on KSFC) to form a strong locally-produced news and arts block.

We've replaced *Performance Today* with two new (to us) programs: Jim's *A Little Afternoon Music* at 2, followed by Bill McGlaughlin's *Exploring Music* from WFMT in Chicago.

Inland Journal is in candidate mode for the next few weeks as Washington's August 7 primary nears. This week's program (7/19) features Spokane County candidates. Doug's producing a special hour-long program for Tuesday, 7/24, featuring mostly legislative and Spokane judicial candidates. The 7/26 and 8/2 programs will also be full of candidate interviews.

Stephanie Ingoldby Outreach:

Art on the Green: I am currently looking for help with SPR's Booth at Art on the Green Friday, August 3-Sunday, August 5. We need station staff, board members, and volunteers to help cover shifts at our booth all three days. We currently have some shifts open each day. If you have a day that works best for you please call me or email me at singoldby@kbpx.org.

Thanks in advance for your help with our booth. It is always a fun event and a great way to meet listeners and members in Coeur d'Alene.

Cheers,
Stephanie

Marketing Update:

In June, Spokane Public Radio welcomed a new Marketing Coordinator, Chris Maccini. Current marketing efforts include promoting new programming on KPBX and KSFC, notably the pairing of *Inland Journal* and *Northwest Arts Review* on Thursday afternoons. We are also marketing the SPR's exclusive screening of "Yellow Submarine" on August 8th with posters, banners, postcards, on-air spots, and print advertising at various locations and events. Other upcoming events and media partnerships include Art on the Green (Aug. 3-5), Season Preview (Sep. 3), Spokefest (Sep.9), and The Fox Presents Julia Sweeny (Sep. 28).

Kathy Sackett

Underwriting

The last quarter of our fiscal year has been busy as always. Besides completing our part of audit by gathering yearly audit statements from in kind underwriters, we have been busy working with direct clients, agency clients and renewing clients including many of the in-kind clients that provide services for station. As of July new rates are being phased in to help increase revenue. Ann and I are also working on some new presentation pieces with Cary and our new Marketing Coordinator, Chris Maccini.

Events

Thanks for your attendance at the recent Mara Liasson event. The Board's reception was enthusiastically received. Upcoming events include our annual outreach efforts at Art On The Green the first weekend in August, the Spokane exclusive 50th Anniversary presentation of The Beatles' Yellow Submarine on August 8 and Season Preview at Comstock Park on Labor Day. As always, we hope you can join us.

Beth Severn-Johnson - Membership

We have begun our Fall 2018 Membership Campaign. Renewal letters were sent to almost 7000 members last Friday, we expect to see a successful return of these membership pledges. Our Monthly drawing is for the Blue Water Bluegrass Festival in Medical Lake. We have a number of drawings planned through the end of the year including: Julia Sweeney with the Spokane Symphony tickets, A Sandpoint Package, tickets for the Coeur D'Alene Holiday cruise and tickets to a Broadway Show.

The dates for the Fall Pledge Drive have been set for October 4-10th and we encourage your participation during this crucial time for the station.

Thank you for your support of the station.

Report to Board of Directors
July 16, 2018
Jerry Olson

Current major projects:

- Satellite Stations & Translators-I will need to visit Kellogg and Sandpoint Baldy during the summer to replace antennas. I installed a temporary receive antenna at Kellogg over this past winter but it's a consumer grade unit which I doubt will last through another season. Sandpoint Baldy has needed attention for the past several years due to its extreme wind and ice exposure.

In my previous report, I reported that KPBW in Brewster was down. To my surprise, the problem was the failure of all three power supplies in the transmitter. That type of failure is usually indicative of poor grounding at the facility. My project to make Goat Mountain the local hub for all the Methow/Okanogan stations will have to include improving the grounding integrity at the site.

A recent update to that project is that last Thursday, I installed gear at Omak to have KOMQ receive its audio from a receiver tuned to KPBW. That is now the primary signal feed for Omak with the satellite feed now being a secondary feed. I need to install a similar antenna and receiver at McClure (KTWP, Twisp) to allow Brewster to also feed that station. That will remove our absolute dependence on the Shaw satellite. I still haven't heard whether Shaw is going to drop us completely or just change our modulation scheme. It's possible that the satellite service could go away completely. What I did Thursday has little to do with the proposed HD upgrade for Brewster which would bring the KSFC and KPBZ signals to the region. The new antennas and receivers can be repurposed for that, however.

- Mica Generator-I need to have the radiator rebuilt and will also need to fit it with some generic radiator hoses. OEM parts have long been out of production but we might be able to buy another season or two until we can replace the unit.
- Lookout Generator-A natural gas line has been installed to the transmitter building. I will work with Avista to get gas service to our generator there. It currently runs on propane and the tank is very hard to get refilled during an extended outage. The modifications to the generator are minimal to make the transition.

Spokane Public Radio Financial Summaries

	30-Jun-18				
	<u>Jun-18</u>	<u>Jun-17</u>	<u>\$ Change</u>		
Balance Sheet					
Checking/Savings	539,422	483,749	55,673		
Accounts Receivable	131,961	167,037	(35,076)		
Total Current Assets	<u>671,383</u>	<u>650,786</u>	20,597		
Fixed Assets	<u>3,382,016</u>	<u>3,558,448</u>	(176,432)		
TOTAL ASSETS	<u><u>4,053,399</u></u>	<u><u>4,209,234</u></u>	<u><u>(155,835)</u></u>		
Current Liabilities					
Accounts Payable	5,052	8,164	(3,112)		
Other Current Liabilities	61,392	65,138	(3,746)		
Total Current Liabilities	<u>66,444</u>	<u>73,302</u>	(6,858)		
Long Term Liabilities	-	-	0		
Total Liabilities	<u>66,444</u>	<u>73,302</u>	(6,858)		
Equity	<u>3,986,955</u>	<u>4,135,932</u>	(148,977)		
TOTAL LIABILITIES & EQUITY	<u><u>4,053,399</u></u>	<u><u>4,209,234</u></u>	<u><u>(155,835)</u></u>		
Profit & Loss	<u>Jun-18</u>	<u>Jun-17</u>	<u>\$ Change</u>		
Total Income	1,973,915	1,933,150	40,765		
Total Expense	1,971,118	1,945,970	25,148		
Net Income	<u>2,797</u>	<u>(12,820)</u>	<u>15,617</u>		
	<u>30-Jun-18</u>	<u>30-Jun-17</u>	<u>\$ Change</u>	<u>% var</u>	<u>Notes</u>
Income					
Total 509 · Capital Campaign	5,917	14,458	(8,541)	-59%	
Total 500 · Contributions Individuals	1,079,071	1,005,109	73,962	7%	
Total 520 · Corporate Support	351,671	358,964	(7,293)	-2%	
Total 541 · Special Events	117,438	101,245	16,193	16%	
Total 550 · Grants	234,104	314,580	(80,476)	-26%	CPB decrease
Total 560 · Passive Income	36,049	561	35,488	#####	Cable Royalties
Total 570 · Services & Other Income	19,354	16,260	3,094	19%	
Total 581 · Donated Equipment Services	130,311	121,973	8,338	7%	
Total Income	<u>1,973,915</u>	<u>1,933,150</u>	<u>40,765</u>	<u>2%</u>	
Expense					
Total 600 · Payroll	716,621	708,726	7,895	1%	Add News staff
Total 610 · Employee Expenses	172,215	157,726	14,489	9%	Add News staff
Total 640 · Professional Services & Fees	114,625	123,903	(9,278)	-7%	
Total 650 · Supplies and postage	21,419	23,187	(1,768)	-8%	
Total 660 · LLC Utilities	68,267	65,639	2,628	4%	
Total 680 · Utilities	43,313	39,555	3,758	10%	
Total 690 · Rent	40,864	38,080	2,784	7%	
Total 700 · Maintenance	9,072	7,621	1,451	19%	
Total 710 · Network Programming Fees	482,107	483,838	(1,731)	0%	
Total 720 · Marketing and Development	49,262	49,166	96	0%	
Total 800 · Direct Fund Raising costs	42,405	48,307	(5,902)	-12%	
Total 810 · Miscellaneous	3,560	2,884	676	23%	
Total 830 · Insurance	29,593	28,648	945	3%	
Total 850 · Donated Services	52,214	37,730	14,484	38%	
Total 900 · Depreciation	125,581	130,960	(5,379)	-4%	
Total Expense	<u>1,971,118</u>	<u>1,945,970</u>	<u>25,148</u>	<u>1%</u>	
Net Income	<u><u>2,797</u></u>	<u><u>(12,820)</u></u>	<u><u>15,617</u></u>		