

Revised Minutes for KSUT Board of Directors Meeting
Sept 12, 2017

Present: ED Tami, BOD Members Susan, Dan, Maria, Debra, KSUT Staff Lorena “Lynn” and Ken Brott

Absent: Eddie Box, Robert Ortiz. Julie Bisbee

Late Arrival: Linda Baker (at 6:14pm)

1. 5:30pm – Museum Display

Board members present and ED Tami all met in the lobby of So Ute Museum to look at the beautiful new KSUT exhibit. Museum staff Jed explained process of putting display together and answered questions from Board.

2. 5:45pm – Staff Presentation

Meeting began with staff presentation (quorum was not present) by Lorena from Tribal Radio who spoke about her role at the station and answered questions. She has worked for the station for 12 years and is the current music director. Lorena described recently being “taken under Rob’s wings” to learn more about the technical side of the workings of the station and told the Board that she would “love to learn coding” to add to her skill set.

3. 5:55pm – Dropbox

Ken Brott spoke about the Dropbox that has been set up for the Board to use. Board members can log into Dropbox.com through a browser with the following account information:

Email: bod@ksut.org

Password: radioBOD17

Name: KSUT BOD

Susan added more details about why/how to use dropbox and she will write up very specific directions for the board re: how to access it. She also suggested setting docs up by organizing them according to months.

4. 6:14 – Meeting called to order

Linda joined the meeting, quorum was met, and meeting was officially called to order.

5. 6:15 - Executive Director Report reviewed and expanded upon by Tami Graham

- Audit update with input and recommendations from Dan (to stay with FZA).

- Maria met with Tami and ED's annual evaluation was completed (which is now in her personnel file).
- Strategic Planning - a lot of conversation and work has gone on during the past month and concrete recommended steps re: Content Development and Delivery, Tribal Media Center, and Listener Engagement and Outreach will be forthcoming in October.
- Monday afternoon Sept 18 Tami is presenting to the Roundup Foundation re: the \$3,980 grant she applied for. We should know about the Community Foundation of SW CO Cornerstone grant by the end of the month.
- Gay & Lesbian Fund is a major funder of public media and Tami is planning on applying for a 2018 grant. This will be the first time KSUT has applied to this group.
- Maria also suggested we investigate the United Way Fund for any appropriate grants they might have for us to apply for.
- Susan also mentioned another organization that gives grants specifically for media pieces and she will research the name of this group.

6. 6:28pm - Fall Membership Drive

Fall membership drive is occurring this week and is going quite well with lots of crossover between four corners and tribal radio staff and plenty of enthusiastic community involvement. Tami feels that fundraising goals will be met – kudos!

7. 6:35pm - Questions from Board

Susan asked if there had been any response from Front Range Legal about the copyright infringement claim and Tami reported that after our last communication to them there has been no reply and it is quite likely that there will be none and the situation will become moot.

Discussion about the fabulous new logo and the development of another one that combines Four Corners and Tribal Public Radio under the banner of KSUT. New bumper stickers were provided to all 😊

Dan asked about the audit deficiency letter. Tami passed out hard copies of "Quarterly FY 16 Audit Deficiency Letter Report, Submitted by Tami Graham, KSUT Executive Director, September 12, 2017 and May 2, 2017." Board reviewed this document as Tami drew our attention to the updated information in specific locations.

Board's attention was drawn to the article about KSUT and the matching grant from the tribe in the So Ute Drum that Tami had previously emailed to BOD.

Tami confirmed current status of the capital campaign is still at \$90,000 in commitments toward the match and several meetings are scheduled with community leaders and other organizations over the next several months.

Maria asked if a request for funding for Lorena to learn code could be put in to TERO since that was one of her goals. Tami agreed to look into this.

8. 7:43pm - Draft Budget

Tami reviewed the draft budget for FY 2018 (which includes an ambitious but do-able underwriting goal!)

Discussion about Board's unanimous desire to be able to give staff bonuses again in the future.

Susan asked questions about equipment upgrades/repair needs. Savings in electricity (down by \$4,000 – to \$10,000 in 2018 from \$14,000 in 2017) will happen due to the solar project.

Debra had a question about how we can lower our bad debt line item. Tami will bring this up with Development.

Dan noted that it was very good we have this preliminary budget before the end of the year and a **motion was made by him (Dan) to approve the draft budget as presented. Motion was seconded by Susan. Motion passed unanimously.**

9. 7:03pm - Board Transitions

This is the last board meeting for Linda and Maria who have served long and admirably!

The nominating committee has done a great job of recruitment and we have a letter of interest from Bruce LeClaire. Dan Rohde (in attendance at the Aug meeting) is still interested as are three others from the tribe. After discussion, it was agreed that Mr. LeClaire will be invited to the October meeting and Linda will be in touch with Dan Rohde and Edward Box III to invite them. In addition, Maria will be in touch with Steve Herrera and Robert will speak with Maria Joy to let them know we will be voting on new board members in October.

Susan will make a space on the agenda for BOD to hear from these potential board members and for them to be able to ask current members questions. The plan is for them to stay for most of the meeting and then voting will occur to fill the vacant board member seats after their departure.

10. 7:18pm - Fundraising Report

Debra met with Tami and finalized plans for a "Traveling Fundraising Presentation" which she and others can take on the road. This will include a 10 minute talk, a 3-4 minute video, solicitation of pledges and contributions (w/new forms) for capital campaign and regular donations, and presentation of some KSUT swag!

Debra has made initial outreach to several Rotary and Kiwanis Clubs and will add Chamber of Commerce organizations to her list of places to offer this presentation. We will focus on Pagosa Springs, Aztec, Farmington, and Cortez to begin with and then add Durango and Ignacio later.

11. 7:35pm - Nominating Committee

Suggestions were made for election of officers to be held at the beginning of the October meeting in accordance with our By-Laws. As the current VP, Susan will prepare the agenda with Tami, chair the meeting and conduct the election.

12. 7:36pm - Dan made a motion to adjourn. Motion was seconded by Linda. Motion passed unanimously and meeting was adjourned.