

KUTE Inc.

KSUT Board Meeting Minutes

November 3, 2014

KSUT "New" Building

Present were Rich Hoehlein, President, Paula Miller, Vice President, Eddie Box, Jr., Chris O'Shea-Heydinger, Williamette DeKay, Treasurer, and Pip Howard, Secretary. Also present were Management Team Members Sheila Nanaeto, Bruce Campbell, Ken Brott, Rob Rawls, and Board Candidates Linda Baker and Maria Baker.

The meeting was called to order at 5:35pm.

The agenda was approved with the following additions: Board Self-Assessment, discussion about liability policy for Board Members and putting Board Members' bios on the website.

Paula moved to approve changes, seconded by Eddie, unanimously approved.

Board member applicants: Linda Baker, Maria Baker introduced themselves and expressed their interest in returning to the board as they have both previously been members of the Board of KSUT.

Pebs moved to accept them both as board members, seconded by Chris, unanimously approved.

Board members then introduced themselves to the two new members.

Minutes from 10/13/14 were reviewed. Rich commented that the Strategic Plan will need to be revisited with the new ED once he is on Board and that the reference to informal situations be changed to say "social" situations. Under board evaluation, it will be management team, not just Bruce. Chris moved, seconded by Eddie, unanimously approved.

Hiring Committee Report

Paula reviewed updates, TERO applications and references have been sent in by the five remaining semi-finalists.

Restructured job descriptions

Rob reported on the new organization chart which reflects the new job titles and descriptions. Seven of the ten job descriptions have been completed. Staff have also reviewed these. We want to have full job descriptions in place for the new ED when he starts in January – see draft job descriptions in Board Packet. Rich encouraged board members to review these and we plan to discuss these in depth at the December meeting. We have received twelve resumes so far for the Program Director job. Linda recommended that Ken's name remain in the organization chart at this time. Rob clarified that three of the positions are hourly positions (24 hours a week at least) and these have benefits. All other positions are salaried. At this time Mike Santistevan is currently also hourly, but will transition to salary in January. Pebs recommended that the 24 hour positions be revisited. Rich would like to review in depth the whole compensation packages for staff. Currently we have a balanced budget for FY 15 based on current staffing and benefit structure.

Management team report.

Sheila discussed performers, meet the candidates, student of the month and two young men who are up for NAMI awards and other in-studio interviews that were conducted by Tribal Radio.

Silent Auction: Bruce audited all the bid sheets today – we raised approx.\$36,000 gross between ticket sales and items auctions – this is a similar amount to previous years, but there were slightly fewer items to be auctioned and 40-50 less attendees than in previous years. There were some major donors and past major donors present. Overall the event was successful.

Board Self-Assessment

Rich passed out a tool “Self-Assessment of the Board of Directors” and asked board members to review this. This was created several years ago for the purpose of the board members assessing themselves. Rich also requested the members of the management team also review the board’s performance. This will be discussed in greater depth at the December meeting.

Liability Coverage related to the Board

Rob has checked with Kathy Gurule – the Board has Directors’ and officers’ insurance, but this is not clearly outlined at this time. Steve discussed some issues of confidentiality. Rich will formally request the information.

Board Members bio on the Website

Rich discussed whether we want to do this. He has visited some radio stations websites and states that they often have bios of board members and staff available for the public. This has been attempted in the past. Do we want to submit our own photos or have them professionally taken? Discussion about photos and whether these should be individual or group photos. There were some photos taken approx. two years ago. Bruce will review what materials are already at the station. Rich commented that on other stations there is often “meet the staff” or “meet the board” photos and bios. He feels it would make us more accessible.

Capital Campaign update (Bruce and Rob)

Durango magazine publicity: this is widely circulated in la Plata County. KSUT will have a feature article in the next edition. This will help keep us in the limelight as we approach major donors. We have requested a \$25,000 donation from Alpine bank, who came back with a \$5000 donation at this time, but there may be more. We got helpful feedback as to how to approach other organizations for donations. BP has a new head of community grants. See report. San Juan County event briefly discussed. We need to raise more funds before asking the general public to “double their gift”. To date we have raised \$230,000 – about half of which came from an appreciated mutual fund. We are looking for commitments as much as cash in the bank. Timing for re-approaching tribal council: We need to go through the numbers from the architect to present to Council; tribal elections are on Friday, but there may not be a full council until January. The architect was hired in September: drawings have been reviewed by Tribal Planner. The budget is being revisited. There will be six different studios and this will impact how to heat and cool the building. The intention is to have a solar array on the roof that works with the HVAC system for the building. Some rooms where there is a lot of equipment will never need to be heated; a sophisticated system could move the heat to other areas.

Steve moved to adjourn to executive session at 7:07pm, seconded by Peps.

Executive session exited at 8:48 after discussion of candidate eligibility, finalists, and dates for interview.

Next meeting will be on Monday December 8.

Linda moved to adjourn at 8:50 seconded by Pip.

Respectfully submitted,

Philippa Howard, Secretary