



Minutes

New Wave Corporation Board of Directors
October 18, 2011, 7:00 PM – 9:00 PM
in the Ashlock Room at the KOPN Offices and Studios,
915 East Broadway, Columbia, Missouri

Call to Order

President John Betz called the meeting to order at 7:10 pm.

Attendance - John Betz, Joy Rushing, Tom Verdote, Jackie Casteel, Kyle Cook, Ann Mehr, Ellen Froeschner, Ray Marks, and General Manager, David Owens.

Minutes

There were no changes to the minutes and they were accepted as submitted.

Treasurers Report

Treasurer Joy Rushing handed out Profit & Loss and Balance Sheet statements for two periods: Fiscal year 2010-2011 and YTD for the fiscal year beginning October 1, 2011. There was a general discussion of cash basis vs. accrual accounting and how the accrual accounting approach affects the reports given to the board. Tom Verdote asked whether it was possible to have information on accounts receivable to allow him to better judge the corporation's liquidity. Treasurer Joy Rushing responded that having a budget to compare actual expenses and income to would be helpful, and she is beginning work on developing a budget for fiscal year 2011-2012.

General Manager Report General Manager David Owens reported that.

- Kara Kirkendoll has accepted a position at the Moberly Area Community College. She has agreed to stay on as a contract employee, and she will be assisting Jill Sheets with bookkeeping duties.
- Brian Davis has resigned to work full time for Missouri Book Service. His last day is October 28. David will be advertising this position.
- The pledge drive is in process, and we really need volunteers to help since we are short of staff right now. Jeff has been doing pitching, and David is doing data input. They have been putting in an extraordinary number of hours, and they will not be able to sustain that effort so volunteer help is essential. The drive has taken in \$6,532.50 so far, and it has produced 10 new members already. Board members were asked to volunteer to help as they leave the meeting.

- KOPN has been with its auditing firm for three years, so David suggested that the corporation solicit bids for audit services. Tom Verdot made a motion to search for a new auditor. Second: Joy Rushing. The motion was approved unanimously.
- David needs additional people approved to sign checks. The board concurred that the individuals who would be authorized to sign checks are David Owens, John Betz, Kyle Cooke, Meg Poche, Tom Verdot and Ann Mehr.
- There are ongoing issues with output from the board in the broadcast room. It appears that we may need to buy a new board, and if we do that David would like to buy two boards to allow more flexibility in production. David did not have information yet on the probable cost of the boards.

Committee Reports

- There was no **Fundraising Committee** report. John Betz said he and David were at Perlow-Stevens today and it looks very good for the event in the evening on October 27. This event is intended to be a meet and greet event, and he and David will say a few words about the station. Ann Mehr asked whether we could have a display of kids' comments on their visit to KOPN.
- Ray Marks reported that the **Programming Committee** met a couple of weeks ago. The committee discussed focusing on a couple of programs at a time. In particular they discussed a review of programming in general, and developing a better training program for programmers.

John Betz added that he has been working on training for board members, especially since there will be several new board members after the election in January. John and Meg Poche will also be putting together a handbook for volunteers, including board members. Joy Rushing stated that she would like the Personnel Policies recently approved by the Board and the Missouri statutes on not-for-profit corporations included in this handbook.

Ray added that the committee wants to develop an agenda for their meetings, and would like to have more members on the committee. They also want to encourage volunteers to come to their meetings.

Tom Verdot mentioned that he would like to follow up on programmers who are not members of KOPN. There was a general discussion of this issue and ways to approach it. David Owens said that he would draft a letter sometime after the pledge drive asking programmers and other volunteers to join KOPN.

Old business

Joy Rushing stated that she will begin working on Board policies, organizing the several policies that have been approved by KOPN boards over past years, and creating a structure for future policies.

New Business

- David Owens reminded the board that the annual meeting is in mid-January. Board members should let him know of individuals who would be good board members so those individuals can be contacted regarding their interest in running for the board. The ballot needs to go out in November or December, several weeks in advance of the annual meeting. Ellen Froeschner suggested that there be information available at the social event next week on the board and board membership.

Ellen Froeschner volunteered to plan the dinner for the annual meeting.

- David Owens stated that the board also needs to start thinking about having a community advisory committee meeting. He suggested making business cards for board members to hand out at the event next week to people who might be good board members, or who should be invited to attend a community advisory committee meeting. David suggested that the board start to consider the timing for the meeting.

The meeting was adjourned at 8:35 pm.