

Board of Director's Meeting
New Wave Corporation
915 E. Broadway - Columbia, Mo.
KOPN Studios, Cope Ashlock Room

Meeting of November 15, 2011

Attendance

In attendance were John Betz, Meg Poche, Joy Rushing, Tom Verdot, Jackie Casteel, Ann Mehr, Ray Marks, and General Manager, David Owens.

Call to Order:

Board President, John Betz called the meeting to order at 7:05pm and asked for any changes to the agenda. No changes were made.

Minutes

A motion was made to approve the minutes from the August 16th Board meeting. David Owens pointed out the need to put the word "Minutes" in place of "Agenda" at the top of the Minutes title page. No other corrections were suggested.

The Minutes from the August 16th, 2011 meeting were approved.

Treasurer's Report:

Board Treasurer, Joy Rushing presented a Profit and Loss statement as well as a Balance sheet, current through November 15, 2011. Joy also presented a spread sheet representing the last fiscal year. A discussion was held regarding ebb and flow of funds throughout any given year and the need for a line of credit to fill in on the lows and be paid back during the highs. Joy expressed the need for more dependable income for supporting staff and equipment needs.

General Manager Report

New Auditing Firm Selection – General Manager, David Owens expects the Board to be responsible for gathering Auditing Firm requests.

***John Betz and Joy Rushing agreed to send out requests for proposals.**

CPB Discussion - The late fee penalty for the last CPB grant application was \$3,657. CPB has announced that the amount of grant money available for KOPN is \$68,102.00.

- A member of the Board needs to become the new Licensee Official for the CPB's Integrated Station Information System (ISIS). This person will be responsible for oversight and final approval of the forms involving radio certification of eligibility, legal agreements, and terms that have been filled out and signed by the General Manager.

***Tom Verdot has agreed to serve as the Licensee Official for KOPN.**

October Pledge Drive Report – 50 new members were gained during the October drive. \$25,000 came in via phone calls and it is estimated that another \$5,000 was gained via PayPal online and letters that continue to come in to the station. A discussion was held on the effectiveness of one-day drives vs. longer drives. New strategies are being formulated for future drives based upon gathered observations.

Other Station Concerns

- Steve Jerrett has been told by the major labels that they will be abandoning CD format for air time. Instead of sending out CDs, they will instead sell MP3 formats online.
- Major flooding in Thailand may limit hard-drive availability in the future. New CD players and air boards are needed in the air and production rooms. Grants from Boone County Trust and Boone Electric Trust could help fill these needs.

***Joy and David will pursue the Boone County and Boone Electric Trusts with the first target being in April of 2012.**

***Meg Poché will inquire about grant possibilities at Commerce Bank.**

- David envisions a future where the current air room and the production room will become mirror image air-rooms. This would facilitate transitioning between shows, running shows with dual DJs, and in general more possibility for good radio production.
- Mark Haim is working on an “Early Recollections” report on KOPN, and also a letter of responsibility to go out to volunteers. It is hoped that negligent volunteers will step up and support the station financially if reminded to do so.
- Jeff Wheeler is training new people for on-air shifts.
- The KOPN EBay auction is up and going and bids are coming in for celebrity-signed items. It is hoped that the auction can remain an ongoing part of KOPN’s fund-raising efforts. Help is currently needed on the organizational end of the auction, such as mailing items out, posting items, gathering items, etc. The auction site can be visited here:
<http://stores.ebay.com/kopnfundraising>

New Staff Search – David informed the Board that he was accepting applications for a new Director of Development position. A discussion was held on the philosophy of the position and whether the person fulfilling the role should be allowed to hire an Underwriting Associate to help out, etc.

January Annual Meeting – The Annual Meeting will be held on Sunday, January 15, 2012 from 3pm to 7pm. An end of the year letter will go out on November 28th, 2011, that includes nomination solicitations. Ballots will be mailed out on December 16, 2011, with an expected return date of January 13, 2012.

Committee Reports

Fund Raising Committee –

- Jackie Casteel reported that she wanted to put out an email to all volunteers including instructions on how to go online to input recipes for a KOPN cookbook to be printed in the spring.

- Tom Verdot is looking in to compiling a CD from KOPN's "Live and Alive" year when many live performances were held at, and on behalf of KOPN. Tom wants to approach local musician and recording studio owner, Pete Szkolka, for mastering the CD. Cover artwork would be solicited from inside KOPN. Tom will work on getting an estimate for how much seed money is needed up front for this project and attempt to get a rough draft copy made.
- Other CD ideas are a local compilation CD of bits and pieces and stories from around town, and also a recording of the Porch Light series from the Berlin Theater.
- There is still the idea of holding a telethon with CAT TV sometime in the future.
- The Fund Raising Committee would like to support and help grow the KOPN EBay auction.

*David informed the Board that KOPN supporter, Fred Rogers, had asked Lisa Bartlett about the possibility of using space in the "Catacombs" underneath her Artlandish Gallery on Walnut St. for an ongoing KOPN rummage sale fundraiser. Lisa has offered to trade a 20 x 10 space for underwriting.

Programming Committee – Ray Marks reported that the Programming Committee had been busy compiling documents for programmer training in a special online "Drop Box" location for easy retrieval. Discussions are ongoing about possible future changes to the schedule. *The secretary stepped out during this discussion and may have missed vital parts of the report. If there are any questions, please field them to Ray Marks or David Owens.

Board Members Training CD – John Betz presented a Board Member training CD to use for training all incoming Board Members. The CD contains the following files: Political Broadcasting, Programmer Regulations, Starting a Community Radio Station, and Underwriting Guidelines. This CD will be instrumental in training Board members in the basics of Community Radio.

Adjournment – The meeting was adjourned at 9:10pm

Next Meeting: December 20, 2011

Submitted to the Board by Meg Poché on November 20, 2011