

NWC/KOPN BOARD MEETING MINUTES
Tuesday, August 18, 2020

Attendance: Martha Daniels, Linda Day, Morgan Matsiga, Margot McMillen, Diana Moxon, Gordon Rogers, Barbara Ross, Joy Rushing, Kevin Shults, Laura Wacker, and Tim Pilcher, G.M. All attendance was by a remote Zoom conference session.

Absent: None

Guests: None

Call to Order, establishment of Quorum, and Approval of Agenda and Minutes

Linda called the meeting to order and a quorum was verified. A motion to approve the second and final agenda submitted was made by Gordon, seconded by Joy, and approved unanimously. Kevin moved, with Martha seconding, to approve the July 21, 2020 minutes. The motion passed.

Financial Reports

July Reports: Financial reports (Statement of Activity Comparison, July Financial Position, and July YTD Activity) were emailed to the Board prior to the meeting and were acknowledged as received by the members. There was discussion about our financial status and expected donations and about our progress on meeting our CPB grant goals.

PPP Update: Linda reported that we are still being advised not to request exemption from repayment of the PPP loan yet.

General Manager Report:

Fall Pledge Drive (Sept. 13-14): Tim reported that the pledge drive will be a two day, on-air, truncated “live drive” with a six day “quiet drive” around that. The live drive will have on-air pitching with volunteers staffing the phones for pledges. The quiet drive, like last time, will have pre-recorded pitches and testimonials asking for online donations without offering our phone number for donations. Mallory will be able to offer some help during this drive.

Volunteers: Tim said he hopes to soon fill the 12:00 AM to 3:00 AM slot formerly occupied by Roadhouse 56.

Station Technology: Tim said minor repairs have been made in the Production room so volunteers can broadcast from there with fewer issues and idiosyncrasies. He also plans to re-label the board for clarity. He will develop a protocol to switch between the studios. Training for programmers to use this studio will be done over a period of time rather than all at once. This studio should enable us to increase live programming, which is one of his goals. The Boone Electric Foundation grant has been completed and the report has been submitted to the Foundation. The AV Air file transfer is on track.

Programming: Tim reports that Community Pulse is dropping to two days a week (Mondays and Wednesdays), followed by two new half hour programs: “Between the Lines” and “51 Percent,” a news analysis program and a women’s interest program. Tim said He feels Community Pulse has been a major method of public outreach. The program “Think” will be increased to five days a week. This will result in some programs being dropped. Tim believes this will increase our quality and consistency. Laura requested that we try to air at least one LBGT program. There was discussion about this and other programming.

Personnel/Staff: Tim said this report will be discussed in the closed session.

Old Business:

Transmitter Shed: Linda reported the work is scheduled to begin tomorrow. All the outside of the building will be replaced except the roof. The estimated cost will be around \$6600-\$6700. Tim has also added a tarp to shade the air conditioners.

Moving Plan: Linda reported on the status of one building we had an interest in and on a few other buildings of interest, most of which are for lease rather than sale. She also discussed the possibility of building new on a lot.

Capital Campaign: Diana reported that she feels we need more research on what our vision is and what location would suit that vision before we can have an effective capital campaign. There was discussion of our next steps. Margot offered to host a vision retreat to consider possible models for KOPN's future. Joy moved, with Diana seconding, that we make no decisions until after the Board undergoes a visioning process. After discussion, the Board voted to pass Joy's motion and accepted Margot's offer to host a visioning retreat on August 29. Kevin said he would have to leave at 4:00 PM and Morgan said he would not be able to arrive until 11:30 or so. Linda said she would work on arranging a facilitator.

New Business:

No new business.

Closed Session:

At 8:35 PM at Linda's request, Kevin made a motion which Laura seconded that we (including Tim) go into closed session to discuss personnel changes. This motion was approved without opposition.

During the September 15, 2020 board meeting the minutes of this closed session were approved and it was voted to open the records of the session. Attendance was unchanged from the open session of this meeting.

Closed session minutes:

The closed session began at 8:35 PM. After discussion of the station's staffing needs and goals, Margot moved that we each review the proposed job description Tim wrote and make comments on a new G.M. job description to Linda by Friday so we can begin advertising for a G.M. applicant by one week from tonight. Joy seconded the motion. Extensive discussion followed. A vote was taken and Margot's motion passed without amendments.

At 9:35 Diana made a motion to adjourn both the open and closed sessions of the board meeting and Laura seconded it. The motion passed and the meeting was adjourned.

Respectfully submitted,

Gordon Rogers, Secretary