

## NWC/KOPN BOARD MEETING MINUTES

Tuesday, May 25, 2021

**Attendance:** Martha Daniels, Linda Day, Christine Gardener, Margot McMillen, Diana Moxon, Gordon Rogers, Barbara Ross, Joy Rushing, Kevin Shults, Laura Wacker, and Miquel Calçada, G.M., ex-officio. All attendance was by a remote Zoom conference session.

**Absent:** Morgan Matsiga

**Guests:** Clint Harding, Nancy Silver, and Margaret (Peggy) Gray, KOPN volunteers

### **Call to Order, Establishment of Quorum, Introductions and Approval of Minutes**

Linda called the meeting to order and a quorum was verified. Linda introduced the Board and the guests to each other. Kevin moved with Martha seconding that the agenda be approved and the motion passed without debate. Christine moved with Diana seconding that the April 20, 2021 minutes be approved. This motion passed without dissent.

### **Financial Reports**

**April Reports:** Reports were emailed to the Board prior to the meeting and were acknowledged as received by the members. Linda pointed out that our checking account looked better at this point in 2020 than now because a large COVID relief fund we had received then has since been moved into our reserved capital fund. Questions were answered about fundraising and the pending forgiveness of our second PPP loan. There was discussion about the costs of cooling our tower building and potential improvements to efficiency there.

### **General Manager Report:**

**Staff:** Miquel reported that Sarah has been going through all the lapsed underwriters as well as identifying new ones. We are getting signed agreements with all underwriters; in some instances in the past we have had only oral agreements.

**Fundraising and Volunteers:** We are preparing for the summer pledge drive June 8-11. The drive will be preceded by a mailing which will include a KOPN bumper sticker and return envelope. On June 12<sup>th</sup> we will have a sidewalk record sale in front of the station selling donated LPs and CDs. Ally will be coordinating that.

We researched 331 lapsed donors and learned that a major cause of lapsing was the expiration of their credit cards. We are now calling them to renew, which also gives us an opportunity to ask them about their thoughts about the station.

We will be implementing our legacy donation program which encourages estate-planned donations.

**Technology:** Miquel said the RDS system has been implemented and KOPN will now identify on car radios. The Open Mic newsletter first emailed last month will continue to be emailed on the last Sunday of each month.

**Programming:** Miquel reported that El Pollo's last program was a very special event during which he received accolades from several people including his mother in Mexico and Miquel. El Mañanero de Missouri, the new Spanish language program with Jonathan 7 and DJ Gallino, began last week on Saturdays from 10:00 AM to noon. Also last Saturday for the first time we broadcast Fresh Air Weekend.

Miquel has emailed the new schedule to the Board, which was constructed with the help of a large number of people. He has spoken with programmers as part of the schedule's development. He said to grow we need either more listeners to contribute or else more contributions from each listener. His goal is for the new schedule to help us follow the first path. The new schedule will start on June 14. A new brief local news program is in development. One guest (Peggy) expressed concern that the new schedule would have an over-emphasis on jazz programming in the evening that could be monotonous for the audience. Miquel responded that the weekday evening schedule is in fact more eclectic than simply jazz and that he believes it will attract listeners. Linda pointed out that qualifying for the CPB grant involves not only raising financial support but increasing listenership. She added that under current guidelines the programming schedule is the G.M.'s responsibility and not the Board's. There was discussion about whether a schedule revision to align content requires a policy vote and about how much the Board should participate in the scheduling decisions. Potential motions were discussed but no motion was made.

#### **Committee Reports:**

**Capital Campaign:** Diana reported that the scheduled Capital Campaign committee meeting had been postponed until June 12. She said we have received a large donation to the fund in support of the committee's goal.

**Station Relocation Working Group Report:** Margot thanked the board for its full participation in support of the relocation goal.

#### **Old Business:**

**CPB Community Service Grant application:** Linda announced that the CPB grant application was submitted the day before its due date. We submitted 26 exhibits supporting the application. She believes that we have met their requirements for the grant based on our understanding of those requirements.

#### **New Business:**

**Music library LPs and CDs:** Joy brought up the question of whether the records and CDs planned to be offered for sale June 12 are a part of our library, reading a note from the library door saying that material from the library cannot be dispersed, culled, loaned or sold without permission from the Board. Miquel and Linda said the records and CDs selected for sale are not part of our library collection but rather are duplicates and donations that were not claimed for the library by our programmers. Joy then moved that we approve the sale of the LPs and CDs given that programmers have been given the opportunity to select for the library but did not so select. After clarification about what constitutes our library and about its categorization system, the motion was seconded by Margot and the motion was approved without dissent.

**Approval of Special Session Minutes:** Linda moved with Barbara seconding that the minutes of the open part of the May 15, 2021 special Board meeting (adopting a new Covid station policy and expressing written thanks to Javier Bautista) be approved. This motion passed unanimously.

**Closed session:**

At 8:50 PM Linda moved that we enter a closed session for purposes of approving closed session minutes, discussing a potential real estate transaction and a personnel question, which was seconded by Gordon and approved without dissent.

**Approval of Minutes of Closed Session on May 15, 2021** (discussion of potential real estate transaction). Kevin moved with Laura seconding that the draft minutes be approved. The motion passed without dissent.

**Approval of Minutes of Closed Meeting on May 19, 2021** (discussion of potential real estate transaction). Barbara moved with Christine seconding to approve the draft minutes, with the motion passing without dissent.

The minutes of the remainder of the closed session are recorded separately.

Afterwards, there being no further business both the closed and the open meeting sessions were adjourned.

Respectfully submitted,

Gordon Rogers, Secretary