

NWC/KOPN BOARD MEETING MINUTES

Tuesday, March 15, 2022

Attendance: T. Sharif Abdul-Hakim, Martha Daniels, Linda Day, Margot McMillen, Diana Moxon, Gordon Rogers, Joy Rushing, Kevin Shults, Laura Wacker, and Sarah Catlin, interim G.M., ex-officio. All attendance was by a remote Zoom conference session.

Absent: None

Guests: Christine Gardener

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

Linda called the meeting to order and a quorum was verified. Martha moved, with Gordon seconding, that the submitted agenda be approved. The motion passed. A motion to approve the February 15, 2022 draft minutes was made by Kevin and seconded by Martha. The motion passed. Our guest Christine was welcomed and plans to speak on the agenda item of our 50th anniversary planning.

NOTE: A motion was made by email on February 18, 2022 by Linda calling for discussion and an email vote to remove the phrase "as well as for all volunteers" effective immediately from Section X ("Compensation and Benefits"), Paragraph B ("Statutory Obligations") of the Personnel Policies in order to match legal requirements and actual practice. The motion was seconded by Margot. With the final vote received by email on February 19, 2022, the motion passed with 7 in favor, none opposed, 2 not replying (Sharif and Martha).

Financial Reports

February Reports: February reports were emailed to the Board prior to the meeting and were acknowledged as received by the members. Linda clarified questions on some line item entries in the reports. Sarah reported that the ComoGives money was received in February.

Audit: The audit has been delayed by an unexpected disruption in the auditor's service.

General Manager Report:

Staff: Sarah reported that the Salesforce consultant has completed her 10-hour commitment and will renew at a two-hour rate with flexibility to drop to one hour per month when we need even less help. Dylan's performance review is completed. Ally's one-year review is due. Sarah has completed a Constant Contact training and an NFCB focus group. We had a total of two days with the office closed due to ice.

Volunteers: Sarah reported the Volunteer working group lost a board member and that Margot will now join Joy as a board representative. We had an All-Station meeting February 27 for volunteers, focusing on the upcoming move.

Events and Outreach: The Vox magazine will cover our move in the May issue. The Office of Cultural Affairs weekly newsletter had calendar listings in two issues for us about live music and then an article about Diana's show place immediately following a True/False article. Sarah then showed the Board a KOMU TV video spot featuring KOPN that was done as part of our underwriting agreement with them. We will also have an ad in the Unbound Book Festival program. The movie Soul Graffiti, filmed partly in our station, will be opening in Jefferson City in a week and we will be in the credits as well. Work is being done to have it screened at RagTag. The private birthday party fundraiser mentioned last month was successful. Sarah has cleaned up our Linked-In page. Margot and volunteers carried the KOPN banner in the "March March" Parade and we participated in the NFCB Give Peace A Chance event. She

has signed us up on Bonfire, which works with non-profits to custom-print vintage images of ours on tee shirts to use as a fundraiser. Laura spoke about a local business that can work with us in a similar way.

Technology: Sarah reported Dylan was proud to say that we had 182 hours of uninterrupted streaming. He is getting us set up with dual internet providers at the new building for redundancy. He and Linda have been working on acquiring a new airboard with delivery expected in 4-6 weeks. He is going to activate the engineering group again.

Programming: Sarah said the programming committee met February 23rd. They have one show proposal (music, memory, nostalgia) to vote on and a second one forthcoming. She confirmed Sharif's willingness to represent the Board on the committee.

Fundraising and Underwriting: Sarah reported our receipts from the recent pledge drive. She estimated that we had many more \$120 donations than \$60 ones and she described the route of donations (online, called in, mailed, etc.) with rough proportions of each. Mailings were productive. Sarah and the Board discussed the advantages and disadvantages of doing a mailing with our next drive, or the possibility of mailing only to people who didn't respond to our recent drive. She discussed several underwriting prospects and agreements.

Committee Reports:

Capital Campaign: Diana said the committee will meet the weekend of March 19-20. She reported on some grants she is pursuing and on the status of several grant prospects and leads.

Station Relocation Working Group Report: Margot reported the working group met. The vinyl inventory project is about half-way done. Long term temporary storage has been promised at a local church but the details are still being resolved. Linda suggested meeting at the new building soon to discuss open space vs. storage decisions. She pointed out that station space means more than just roominess; it creates availability for activities that are not possible now. It was decided to meet there Saturday March 26 at 11:00 AM. Linda reported on the status of building preparation, and paint combinations were discussed. She asked for approval to establish a commercial charge account at a local paint store which she has applied for. Diana so moved with Kevin seconding and the motion was approved. She said our current library shelving will be moved and used when possible. There was discussion of arranging for volunteer painting. Prompt purchase of fire extinguishers was discussed, as was the need to create emergency exits.

New Business:

Planning for March 2023 Celebration and Setting Dates:

The 50th anniversary of our first broadcast is March 3, 2023, a Friday. Margot pointed out the True/False Festival will be occurring then. There was much discussion including suggestions from Christine, followed by the possibility of having a weekend of celebration beginning perhaps on April 21, April 29, or May 6 in 2023. There was also discussion of a year-long celebration. No final decisions were made at this point. The involvement of community members was emphasized. Christine left the meeting after this discussion.

Grants: The Boone Electric Community Trust grant was applied for and \$6,000 was awarded. Joy is working on a Federal American Rescue Fund grants through the OCA, which can compensate for pandemic losses of volunteer positions. Linda asked for a motion to approve our application for the grant due to our being required to commit to certain conditions if it is granted to us. Margot made this motion with Kevin seconding. The motion passed. The application is due by March 21. Diana spoke on a grant offered by Boone County Community Trust that requires Board approval to apply for and a letter

detailing our spending plans. Gordon moved, with Martha seconding, that we apply for this grant and the motion passed.

National Programming expenditures from CPB CSG Grant: Linda reported that we have received just over \$25,000 in CPB restricted funds for spending on national programming. Of that, we have allocated \$5212 for the Public Radio Satellite Service Subscription, \$11,649 to NPR for being an affiliate and airing Fresh Air, \$4143 to Pacifica, and \$4,010 to PRI (\$510 membership fee and \$3500 for The World) which totals \$25,014. We claim a small amount of expense for Food Sleuth Radio. She asked if there are other programs we may want to subscribe to or any other permitted uses of the funds we may want to consider. No suggestions were made.

Sarah asked if there were any objections to her spending \$200 to take an underwriting workshop. None were expressed.

Closed Session

With the approval of the Board, a closed session was requested for two purposes: a personnel matter and to discuss the search for a General Manager. The closure was approved by the Board. Sarah remained by invitation to address the first item. Christine, our guest, had already departed the meeting earlier.

Documentation of the closed session is recorded separately.

Adjournment: With no further business in either open or closed session, the Board meeting was adjourned.

Respectfully submitted,

Gordon Rogers, Secretary