

NWC/KOPN BOARD MEETING MINUTES

Tuesday, March 21, 2023

Attendance: T. Sharif Abdul-Hakim, Martha Daniels, Linda Day, Ed Herrmann, Heather O'Connor, Gordon Rogers, Nancy Silver, Kevin Shults, Laura Wacker, and Jet Ainsworth, Executive Director and ex-officio member. Attendance except as noted was in person in the station board room at 401 Bernadette.

Absent: None

Guests: Kaitlin Howard (U. of Mo), Margo McMillen, Christine Gardener, Chris Puyear, Dylan Martin (staff)

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

Laura called the meeting to order and a quorum was verified. Ed proposed an agenda item of "Audio Highlights" which was moved for adoption by Kevin, seconded by Linda, and approved unanimously.

Audio Digitization Highlights: Laura asked Margot to speak on the reel-to-reel digitization project. Margot updated the Board on the status of already-digitized files, a process that began in 2003. She said we have over 1000 CDs of files so far, although the meta-data on the files is often related to earlier data that had been overwritten. A second tranche of digitization began in 2016 led by Tim Pilcher, who arranged for digitization by the George Blood Company. This collection is on our hard drive. The latest digitizations were started in 2018 under Sean Spence, whose signature is on a contract signed with AAPB. 42 hours of content have been accepted by AAPB. Margot turned the floor over to Kaitlin Howard to discuss the latest iteration of this project. She introduced herself as the Mizzou 2022-2023 Public Broadcasting Preservation fellow. She has been inventorying the reel-to-reel collection and has been working on digitizing them at MU in preparation for sending them to AAPB. 84 tapes have been digitized. There was discussion about copyright questions. Kaitlin said she could arrange for someone from WGBH to talk with us and help clarify expectations.

Guest presentation on signage: Chris Puyear (accompanied by Christine Gardener) was invited to speak by Laura. He reported that he is the person who installed the neon sign reading "89.5" on our new building. He then spoke in favor of using our old neon KOPN signs because they are part of our tradition and they would draw attention to the station. Considerable discussion followed, with no votes called for.

Approval of Minutes: Ed moved, with Kevin seconding, to approve the minutes of the February 21, 2023 meeting. The motion passed unanimously.

Financial Reports

February Reports: February financial reports were emailed to the Board prior to the meeting and were acknowledged as received by the members. Linda reported our audit is still in progress. Some line items were discussed and explained. Linda reminded the Board that we have the option of amortizing our capital campaign donations over a period of years, making our hurdle in applying for the annual CPB grant qualifications more manageable.

General Manager Report

Budget, Strategic Plan and Fundraising: Jet distributed a projected revenue sheet and potential fundraising projects and discussed them. Ideas discussed included a beard contest, brain bowl contest, poker run, talent show and riding lawn mower race. The projected underwriting revenue was questioned as not in line with current or previous revenue and Jet said he would investigate and send a follow-up answer. [Note: in a follow-up email dated March 24, Jet reported the discrepancy is related to average billed amounts reported by Salesforce vs. actual received amounts. He said that a manual

underwriting tally allows for a projection closer to the \$60,000 in the budget report than to a projection based only on the financial statement].

April Pledge Drive: Jet has scheduled our drive from April 13 through 16 (Thursday through Sunday). There was discussion of how to include supporters of shows not in that time frame. Linda recommended enhancing the website so listeners can not only donate but select premiums online.

Strategic Plan: Jet distributed a written plan and recommended we read it later due to the time.

Committee and Working Group Reports:

Signage Working Group: Discussed earlier in this meeting.

Events for the 50th Anniversary WG: Ed said that no new meeting has occurred. He reported on Christine's idea of hosting an event at the State Historical Society and on a suggestion that audio clips from old KOPN shows could be played during the event. To do this would require a lot of volunteer time searching for suitable clips and/or for programmers to submit clips from current shows. Such clips could be used for several other events in the future also and once collected could be mixed to suit different types of occasions. This would have more potential than a live broadcast which may not match a given occasion. He asked for endorsement of this plan from the Board, which informally did so without reservation.

Programming Committee status: Jet reported he would like to have a programming committee meeting in the next week, and there was discussion of the committee work and structure.

New Business

Earth Day: Laura discussed having a KOPN table and suggested that it could be used to raffle extra pledge drive premiums or for distributing program guides and could enable onsite donations. We would need a sign-up system for volunteers to staff the table. It was suggested we could have passers-by record station IDs. She asked for a sign-up sheet for volunteers.

Old Business

CD Sale: Jet reported we are almost done organizing by genre and he anticipates that will be done in a few days and that the CD sale is planned for Sunday April 2.

Closed Session:

Laura called for a closed session, approved by the Board, to discuss a personnel item. In the ensuing session there was discussion and an offering of perspectives. A suggestion was made to reorganize our staff evaluation form and Laura volunteered to create a draft reorganization. No motions were made and accordingly no other documentation of this session was created.

At the end of this session both the open and closed sessions were adjourned.

Respectfully submitted,

Gordon Rogers, Secretary