

NWC/KOPN BOARD MEETING MINUTES  
Tuesday, April 18, 2023

**Attendance:** T. Sharif Abdul-Hakim (missed part of the meeting due to hosting a show), 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.

**Absent:** None

**Guests:** None

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

Laura called the meeting to order and a quorum was verified. Gordon moved to approve the agenda with Kevin seconding. The motion passed. After discussion, changes to the draft minutes of the March 21, 2023 Board meeting were proposed and were accepted by all. Linda moved to approve the modified draft with Ed seconding and this motion passed unanimously. A copy of the approved minutes was subsequently emailed to all Board members.

**Financial Reports**

**March Reports and Accounting Updates:** March financial reports were emailed to the Board prior to the meeting and were acknowledged as received by the members. Some line items were discussed and explained. There was discussion about how to list a credit in the Statement of Activity. There was discussion about budget targets now that we are halfway through the fiscal year. It was noted that although we have a draft budget, it has not been formally approved yet. It was also reported that we will finally start having commissions earned by staff recorded separately from salaries.

**Audit report:** Linda reported that another extension request to CPB has been requested for our Financial Summary Report since our auditor has not yet finished our outside independent audit. That request has been submitted and should extend our deadline to May 14.

**General Manager Report**

**Pledge Drive Report:** Jet reports that to date we have received \$10,484 from the drive.

**Earth Day Plans:** We will have a booth at Earth Day to increase our visibility. The Deepa Reality Reggae Band from Kansas City is excited to play but the weather forecast is for temperatures in the 30s. They are interested in being rescheduled for our June 10<sup>th</sup> events and that change being scheduled.

**KOPN Reunion:** In addition to Deepa Reality, Linda reported that volunteers have suggested that Dave Para and Erika Gerety perform, and also added that many people are hoping to hear Lee Ruth perform. Chump Change could also be invited to perform as part of the anniversary celebration weekend. Other performers were discussed, and it was noted that some of these performances could be paid through grant funds, and perhaps scheduled in coordination with Compass Inc. Other possible collaborative arrangements were discussed.

**Review of recent and planned activity:** Jet summarized the special programming in March honoring our birthday, the March March, and live broadcast of the League of Women Voters Candidate Forum. He reported on podcasts that new volunteers are creating and the inaugural Chez concert. Jet was interviewed by Pacifica for a feature on our 50<sup>th</sup> anniversary. We sorted our remaining CDs, had a CD sale, and sold the remaining ones in bulk, with \$230.18 being raised. Dylan installed a more visible on-air light. There was discussion about management of underwriting spot sales. Jet reported that we sold over our maximum capacity for underwriting and have learned better how to measure our capacity.

### **Committee and Working Group Reports:**

**Signage Working Group:** Kevin distributed papers with both a visual depiction and written comparison of our two main signage options. Linda suggested that both pros and cons of each option be listed in the notes for a fuller comparison, naming several factors that are not readily apparent. It was decided that we don't have a complete listing of all factors needed to make a choice and one should be created. Kevin reported the newly mounted outside sign will be made more secure to complete its installation. Linda asked for a motion approving a bid for a covering for the satellite dish fence which she had emailed the board about. After discussion, Kevin moved with Gordon seconding, that the board approve up to \$750 for the screens, suggesting black as a color to choose. The motion passed unanimously.

**50<sup>th</sup> Anniversary Working Group:** Jet reported a tentative music schedule for June 10 which has not been checked with performers yet but which covers setup at the Tiger Lane building at 10 AM through teardown and complete turnover of the building done by 10 PM. In addition to music we will need to consider catering, a contract for lighting and consider audio amplification (which may not be necessary) and audio recording. Laura said that Peaceworks might be able to supply chairs. Alcohol access will need to be decided. Jet said he would send a more complete plan by email. Plans for the day before and after will also be devised as well. The Gordon Shelter at Stephens Lake Park will be used Sunday and plans include brunch (possibly involving a potluck) and potentially a walking tour of Columbia followed by a music jam.

**Capital Campaign Working Group:** Laura questioned whether multi-year pledges are being followed up on. Linda said she has written a letter to one trust to initiate their second year committed donation and said Jet is now responsible for follow-up. We have written pledge records from Diana Moxon's chairmanship.

**Programming Committee Status:** Jet reported the committee will meet the first Friday of each month and it met April 7. He also listed the current committee membership: Corri Flaker Fraser, Chris Puyear, Dylan Martin, Laura Mitchell, Mallory Daily, Laird Okie, Shawn Wilcox, Sharif Abdul-Hakim and Jackie Casteel.

### **New Business**

**Communicating with Donors: the impact of a premium received on a tax-deductible contribution:** Nancy discussed accounting for goods and services associated with premiums for donations when acknowledging donations, pointing out that donations should have the value of premiums subtracted from the deductible amount. She suggested we need clarity about acknowledging premiums in our thank you statements.

**Communicating with donors who have not given in a year or more:** Laura discussed the value of follow-up with expiring members. The problem of obtaining an up-to-date membership list was discussed.

### **Old Business**

**AAPB Deed of Gift:** After discussion of the meeting we had with this group and of the options of the proposed Deed of Gift, Ed moved with Kevin seconding that KOPN (i.e. Laura and Gordon acting for the Board of the New Wave Corporation) sign the deed with option b in section i. selected ("Donor controls some of the copyrights in the Donated Materials" and option c. in section ii. selected ("Donor grants AAPB an irrevocable, non-exclusive, royalty-free worldwide perpetual license for AAPB's discretionary non-commercial uses of the Donated Materials, in addition to all uses permitted by law"), and also with option ii in the subsection of this same

section selected (“Donor does not authorize AAPB to make the Donated Materials available for re-use by patrons”). This motion passed unanimously.

**Discussion on neon:** Covered earlier in this meeting.

**Reflections on the Drive:** It was agreed that the total raised was disappointing, but that our theme was a good approach, the drive felt better organized, and the energy of the drive was quite positive.

### **Closed Session**

Laura requested a closed session to discuss a personnel matter. The Board approved this.

Attendance: T. Sharif Abdul-Hakim, Martha Daniels, Linda Day, Ed Herrmann, Heather O’Connor, Gordon Rogers, Nancy Silver, Kevin Shults, and Laura Wacker.

**Guests:** None

A draft of an updated Executive Director evaluation form had been distributed by email to the board. This draft was reviewed by the board and some changes were made by consensus in this session. Laura and Nancy each retained the resulting copy with all the approved changes. Nancy agreed to incorporate these changes into the form and email the revised form to the Board. Laura said she would give a copy to Jet for his self-evaluation and that each Board member should complete and submit an evaluation to the Board’s executive committee.

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

Respectfully submitted,

Gordon Rogers, Secretary