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

Absent: None
Guests: Christine Gardener

Call to Order, Establishment of Quorum, Approval of Agenda, and Approval of Minutes
Laura called the meeting to order and a quorum was verified. There were no objections to the agenda. Ed moved, with Martha seconding, to approve the June 20, 2023 minutes and the motion passed.

Financial Reports
June Reports and Accounting Updates: June financial reports were emailed to the Board prior to the meeting and were acknowledged as received by the members. Linda noted that some of our capital campaign donations were made with explicit restrictions on its use and some were not. We have spent the explicitly restricted funds per agreements. The funds remaining in the relocation account have been considered by the Board as in reserve and designated for a building addition. Some of that money could be invested securely if we choose, such as in a CD, depending on when we would begin such a project. Our financial statements now reflect that we have no restricted assets outside of restricted grants.

Staff Reports Discussion: Postponed until closed session.

Committee and Working Group Reports
Signage Working Group: Kevin reported that he has made a draft voting document with the two options under discussion. He did not include the comparative costs of each option, which he plans to add. It was noted that the art option would cost to produce each illustration, though the art itself would be donated. The neon option would have some installation costs for fire resistance and reduction of glare for the programmers. Heather mentioned the possibility of using solar-powered spotlights to illuminate artwork at night.

Capital Campaign Working Group: Laura said that after this fiscal year we will want to begin planning our workspace addition, for which we will have a continued need for the committee. We will need to think about planning, including roof height, attachment to the main building, etc. We could potentially start construction next summer. There was discussion about grants and other funding options.

Programming Committee: Sharif reported that no meeting has been held since April or May. It was suggested that Sharif talk with Dylan about revitalizing the committee. The programs Holy Victrola and Uncommon Light have both returned to our airwaves.

New Business
KOPN Reggae Party concert: The party is scheduled for 8/12/23 at Orr Street Studios with Deepa Reality from Kansas City, with grant funding from OCA. Morgan will host it during his regular show and it will be broadcast live. Entrance will be free per the terms of the grant, but we can fundraise by requesting donations during the performance and selling items such as
tote bags. We can also have sponsors. There was discussion about vintage design tee shirts and other options. Martha said she would double-check the venue occupancy limit. We need to start publicizing it as soon as possible.

**Intellectual property:** We have a recently created release form and Nancy has emailed release forms from KDHX. Nancy suggested we review these to consider at the next meeting.

**Radio Signal issues:** We have had some off-the-air periods due to loss of internet signal to the tower. Our microwave backup relay on top of Paquin Tower was removed three years ago and cannot be re-established from our current location. Dylan has been researching and has found a two-relay path that could be an option, and we will encourage him to further investigate this option. Dylan is planning to research and buy an Uninterruptible Power Supply (UPS), but it will not work for prolonged power outages. A separate plan might be to mount a low power broadcast antenna at the station whose signal could at least reach most of the city.

**Email Policy:** Laura suggested we create a policy defining who can use a KOPN email account. After discussion, Gordon moved with Kevin seconding that only current, active programmers and staff may have or use a KOPN email account. This motion passed without dissent. This policy will belong in the Personnel Policy manual.

**Old Business**

**Signage and window options:** Covered earlier.

**Revenue Plans:** We agreed previously to have our next fund drive in early October. It was noted that the Treeline (formerly Roots ‘n’ Blues) festival will end on October 1st. There was much discussion about fundraising via concerts and sale of merchandise. Ed moved that we authorize Martha, Kevin and Laura to review old KOPN tee shirts to reproduce and update some of their themes for new tee shirts to sell. Discussion included consideration of styles, costs, number of colors and more. It was agreed that making around 100 would be best. Kevin, Martha and Laura said they would research further and make a proposal. There was discussion of the Mo Jazz Music Festival (Sept. 9) and similar events that we could participate in.

**Podcast status:** Ed reported he has explored the podcasts created under Jet and has found that at least three of them are suitable for KOPN. He named two others that seemed to have something of a commercial aspect. It was decided to refer the podcasts to the Programming Committee for their input.

**Closed Session**

Laura requested we begin a closed session as scheduled to discuss a personnel matter. The Board approved. Minutes of the closed session are documented separately.

At the end of that session, both the open and closed sessions of the meeting were adjourned.

Respectfully submitted,

Gordon Rogers, Secretary