



**GRAND VALLEY PUBLIC RADIO COMPANY, INC.**  
**BOARD OF DIRECTORS**  
**October 24, 2018 – Minutes**  
**KAFM – Radio Room**

*The KAFM Board of Directors meets the fourth Wednesday of every month. Board meetings are open to the public, and we encourage listeners and community members to attend.*

Board Members Present: Joe Gudorf, President; Ginger Mitchell, Vice President; Paula DeGroat, Secretary; Cliff Sprinkle, Treasurer  
Laureen Cantwell; Marsha Kosteva

Others: Ramona Winkeller, Executive Director; JoCarole Haxel – Events and Outreach Coordinator

Absent: Alex Forsett; Harry Griff

**1. Call to Order:**

Meeting was called to order by President Joe Gudorf at 5:36 pm.

**2. Staff Introduction:**

Ramona introduced JoCarole Haxel, the new part-time Events & Outreach Coordinator. Her focus is to be the Radio Room and assisting with those activities. She told the Board a little about herself and the upcoming activities. She is also a part-time Realtor. October was a busy month with the fund drive and various other events both in-house and in the community.

Upcoming projects include the December Open House (Thursday the 13<sup>th</sup>) which will have a silent auction for a variety of items.

**3. Minutes – September 22, 2018**

A motion for approval of the September meeting minutes was made by Ginger Mitchell, seconded by Marsha Kosteva and passed unanimously.

**4. Financial Overview:**

Cliff presented the spreadsheet analysis he prepared for the September financial statement review. The property sale in September made a significant swing from the August figures. He reviewed how that touched both the balance sheet as well as the income statement.

He also discussed the NFFS schedule Gina had prepared,

Overall, the station is in good shape; cash on hand and getting rid of debt. He gave a "shout out" to Joe for leading the real estate sale and refinancing project.

A motion to approve September 2018 financials passed unanimously.

The EMC Q-2 review has been performed with the final report in process. Cliff & Ramona have met regarding the insurance policies and reviewed a tracking methodology for the future. The final report will be distributed before the November meeting. Good internal and third-party controls are in place.

## **5. Executive Director's Report:**

Ramona reviewed the highlights and updates from the written summary she prepared. Items of note included:

Successful Fall Drive of approx. \$26,450, and 92% collection rate

Click & Pledge software was the *only* system used (versus prior simultaneous tracking with old system) Very easy for volunteers to pick up. Still working on reports available for tracking, but system worked great.

Van Morrison trip went to a long-term sustaining member; Sue & Jim Nall who will also do a testimonial spot in return. Trip raffle was a successful "hook" during the drive – hope to incorporate in future drives.

Zombie Prom was October 20<sup>th</sup> – 375 attendees and grossed over \$9,000

## **6. Debrief of Offsite/Goals for 2019**

A discussion followed regarding the summarized notes and the groups' assessment of what was accomplished at the offsite in September. The hope was to incorporate these projects into the monthly meetings.

With all components of Membership being a continual goal on which to focus, we brainstormed some possible changes to the program based on what we learned from the Fall drive. Topics of note: successful software, but where can we take the data collected; the low use of premiums seemed to work; levels and definition of *Membership* to aid and take advantage of the 20<sup>th</sup> Anniversary splash. The committee will review for further consideration. A year-end deadline was set for staff to complete the database clean-up.

**7. Miscellaneous updates:**

Joe will meet with the realtor to discuss options for the 1330 Ute property now that it is empty and has been cleaned up.

**8. Adjournment:**

Meeting Adjourned to Executive Session at 7:19 pm to discuss a personnel project.

Respectfully Submitted  
Paula DeGroat  
Board Secretary