



**GRAND VALLEY PUBLIC RADIO COMPANY, INC.
MINUTES– SEPTEMBER BOARD MEETING**

Meeting Date:	Sept. 8, 2016	Location:	KAFM Radio Room	Start Time:	5:30 PM	End Time:	6:55 PM
Attendees							
X	Barbara Butler	X	Ginger Mitchell	X	Ramona Winkeller, Ex. Dir.		
	Harry Griff	X	Patti Roberts				
	Marsha Kosteva	X	Cliff Sprinkle				
Agenda Topic				D/I*	Pre-read	Presenter	Duration
1. Call to Order/Agenda Review/Guest Introductions <i>Guests: Two potential new board members: Paula and Joe.</i> <i>Jeff Wendland-Auditor; Patti Meehan-bookkeeper</i>				I			2 Min.
2. Approval of Minutes – The _August 11, 2016 Minutes were approved as written.				D	August minutes		2 Min.
3. Financials <ul style="list-style-type: none"> • Review of August financial report <i>Net income is above budget by \$70,000; Expenses are below budget by \$34,000. Underwriting is on track to make budget numbers for the year. Under budget for off-air fundraising.</i> • Status re: Annual CPB Requirement- <i>see next item.</i> • Jeff Wendland - <i>discussed CPB tax reporting; Jeff explained his role as an independent auditor.</i> • Fundraisers: <ul style="list-style-type: none"> ▪ Raffle(s) update – ▪ Radio Daze - <i>We sold 260 raffle tickets at the Radio Daze event.</i> ▪ Fall Membership Drive-<i>Dates: October 7-14.</i> 				D/I	August financials	Ramona	30 Min.

* D - Decision I - Information



**GRAND VALLEY PUBLIC RADIO COMPANY, INC.
MINUTES– SEPTEMBER BOARD MEETING**

4. Strategic Planning & Goal Review - Tabled				<i>In</i>
<ul style="list-style-type: none"> ○ Improve Technical Support ○ Work with technical support team to improve signal, broadcasting technology, etc. ○ Serve as liaison between the technical team and board ○ <u>Board Member Recruitment –see agenda item # 6.</u> ○ Activate Nominating Committee ○ Identify skill sets needed to round out board membership ○ Update and send out skills inventory matrix for board member input on skill categories ○ Revise skills inventory and send back to board for input on current board skill sets ○ Identify desired skills to be recruited ○ Determine how many and nature of board openings (i.e., member elected or board appointed) to be filled by April ○ Recruit prospective board members who possess desired skills 				<i>conjunction with Items 6 and 8 below</i>

* D - Decision I - Information



**GRAND VALLEY PUBLIC RADIO COMPANY, INC.
MINUTES– SEPTEMBER BOARD MEETING**

<p>5. ED Report- <i>An IT scan indicated 22 issues within our computer systems. We now have a (free) program to check for issues and correct them.</i> <i>We received the \$2500 donation from The Lion’s club for the</i> <i>The Palisade translator equipment was received and is being stored at Peter Trosclair’s house. Installation will take place on 9/20/2016.</i> <i>We will have a celebratory event on a date between 9/20 and 10/6-once we confirm that the system is working. Ramona is working on the guest list and details.</i> <i>The staff had 5 outreach events and two concerts in the Radio room in August.</i> <i>Radio Daze was a fun, successful event. It generated over \$6,000 in raffle proceeds and \$1700 in beer proceeds.</i> <i>Patti and Ramona completed the games manager training to conduct raffles-they are both qualified as games managers now.</i> <i>Early pledge letters went out-we have started receiving pledges.</i> <i>Per CPB requirement-a statement detailing the BOD meeting dates will be added to the station’s general phone message.</i> <i>New phone system-we are getting a system donated and will pay for installation only-approx. \$1500.</i></p>	I		Ramona	15 Min.
<p>6. Board Member Recruitment –update. <i>Joe and Paula shared some information about their backgrounds.</i></p>	D/I			10 Min.
<p>7. Personnel Issue(s) if any: Executive Session</p>	D/I			10 minutes
<p>8. Board Committees - tabled until Annual Planning Meeting.</p> <ul style="list-style-type: none"> • Discuss possible committees for this board • Assign committee roles 	D	Committees of Nonprofit Boards	Ginger	20 minutes
<p>9. Other Business – EMC Report-Cliff Sprinkle- <i>Cliff sent the Q1 and Q2 reports with his comments/questions and Ramona’s responses to the BOD. We discussed using dual control for station</i></p>				

* D - Decision I - Information



**GRAND VALLEY PUBLIC RADIO COMPANY, INC.
MINUTES– SEPTEMBER BOARD MEETING**

<i>monies; No issues-just a few housekeeping items to clarify.</i>				
--	--	--	--	--

Notes re: Action Items from last meeting:

Task	Volunteer	Timeline	Status
Ramona will re-run July financials	Ramona	September 8, 2016.	BRB met with Ramona and determined re-running prior financials was not the best use of her time. The new reports will have year-to-date and annual columns to provide a bigger picture for Board review moving forward.
BOD will discuss Board Committees at the annual planning meeting	BOD	November 2016	

* D - Decision I - Information