# GRAND VALLEY PUBLIC RADIO COMPANY, INC.  
## BOARD MEETING MINUTES

<table>
<thead>
<tr>
<th>Meeting Date:</th>
<th>June 9, 2016</th>
<th>Location:</th>
<th>KAFM Radio Room</th>
<th>Start Time:</th>
<th>5:30 PM</th>
<th>End Time:</th>
<th>7:10 PM</th>
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## Attendees
- Barbara Butler
- Harry Griff
- Marsha Kosteva
- Ginger Mitchell
- Michael Piontkowski
- Patti Roberts
- Cliff Sprinkle
- Ramona Winkeller

## Agenda Topic

### 1. Call to Order/Agenda Review  5:35 pm
- **D/I**
- **Pre-read**
- **Presenter**
- **Duration**

### 2. Approval of Minutes -Harry/Marsha  approved as written
- **D**
- **May minutes**
- **Patti**
- **3 minutes**

### 3. Financials
- **Review of May financial report**
  - Significant issues: Major donations behind, spring drive is below budget but ahead of last spring. Off-air fundraising is up due to in-kind. Radio Room concerts ahead; $19,000 income; repairs and maintenance is up. Total expense is under $12,000 for the year. Translator capital campaign is listed as Engineering Other for expense. Ramona will add a line item for Palisade Translator Income. Ramona will continue to be aggressive with selling underwriting both in-kind and cash.
  - Status re: Annual CPB Requirement-in ED Report
  - Fundraisers: (will be addressed in ED report)
    - Raffle(s) update
    - Radio Daze
    - Fall Membership Drive
- **D/I**
- **May financials**
- **Ramona, Ginger**
- **10 minutes**

### 4. Strategic Planning & Goal Review
- **Improve Financial Health**
  - Discuss balloon payment and other financial obligations-Ramona handed out a copy of the Memorandum of Understanding. Payment due in 2022. Current balance is $211,000. Ramona will talk with our auditor to see the impact on paying additional monthly amount to pay down this payment.
  - Introduce operations calendar-Ginger showed a calendar that Ramona is working on to keep us on track during the year.
  - Set Goals re:
    - Membership-tabled
    - Underwriting-tabled
- **D/I**
- **2015/16 Strategic Goals**
- **Ginger, Ramona**
- **25 minutes**

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* D - Decision  
I - Information
**Strengthen Volunteer Base**
- Hire and train a volunteer coordinator - *This is part of the new Ops Coordinator duties. Betty is working on this.*
- Reestablish message re: need for volunteers
- Complete and issue volunteer manual
- Reinstate requirement for programmers to be members of KAFM and provide additional volunteer support
- Recruit more programmers
- Reestablish culture of gratitude

5. **ED Report**

*Operations Assistant* hired-Betty Reese. *She brings lots of great experience.*

*CPB grant* was submitted on time and we received the first payment today.

*Gay and Lesbian Fund grant* is submitted-requested $6,000

*Colorado Gives*-put in for this year.

*Sold VW Bug*

*Parking lot resurfaced*- $3800 in-kind donation-Colorado Asphalt.

Working on reducing credit card fees.

*Brought in Underwriting* $6,000. Lots of renewals.

*Translator Fund*- $6,096 committed (ether received or promised). Whole project expense is $12,000.

*Cash Raffle* at Palisade Bluegrass. Split the pot up to $969. (96.9 is the Palisade frequency).

*Raffle for KAFM local summer celebration* to be given out at Radio Daze. One large prize with many gift certificates from local businesses.

Two Radio Room shows with $1600 in revenue.

6. **Board Member Recruitment**

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<tr>
<th></th>
<th>D/I</th>
<th>Marsha</th>
<th>5 minutes</th>
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* D - Decision   I - Information
Marsha’s potentials are still in the running. A bookkeeper/former mortgage banker. Barb is still talking with Anna Delaney.

7. Board Development
- Ginger reviewed possible topics for development
- Discuss frequency and timing
  
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<tr>
<th>Decision</th>
<th>Information</th>
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<tbody>
<tr>
<td>D/I</td>
<td>TBD</td>
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<tr>
<td>Ginger</td>
<td>5 minutes</td>
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8. Board Committees
- Discuss possible committees for this board
- Assign committee roles
  
<table>
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<tr>
<th>Decision</th>
<th>Committees of Nonprofit Boards</th>
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<tbody>
<tr>
<td>D</td>
<td>Ginger</td>
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<td>15 minutes</td>
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1. Other Business
- ED performance and salary review- Ginger shared history of Ramona’s time as ED, salary info.
  
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<tr>
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<td>10 minutes</td>
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Notes re: Action Items from this meeting:

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<th>Task</th>
<th>Person Volunteering</th>
<th>Timeline</th>
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<tbody>
<tr>
<td>Financials will be revised to include a separate line item for the Palisade Translator Income</td>
<td>Ramona</td>
<td>July Board Meeting</td>
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<tr>
<td>Checking with accounting firms/CPAs/bookkeepers in town to see if they are interested in being on the board.</td>
<td>Marsha and Harry</td>
<td>On-going</td>
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Grand Valley Public Radio Company, Inc.
Board Meeting Minutes

* D - Decision  I - Information