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

**Meeting Date:** July 14, 2016  
**Location:** KAFM Radio Room  
**Start Time:** 5:35 PM  
**End Time:** 7:30 PM

#### Attendees
- xBarbara Butler  
- XHarry Griff  
- XMarsha Kosteva  
- xGinger Mitchell  
- ☐ Michael Piontkowski  
- xPatti Roberts  
- XCliff Sprinkle  
- xRamona Winkeller

### Agenda Topic

<table>
<thead>
<tr>
<th>D/I*</th>
<th>Pre-read</th>
<th>Presenter</th>
<th>Duration</th>
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<tbody>
<tr>
<td>D/I</td>
<td>June financials</td>
<td>Ramona, Ginger</td>
<td>10 minutes</td>
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### 1. Call to Order/Agenda Review

Ginger suggested that the action items identified in previous month’s minutes be included on the agenda for updates.

**Presenter:** Barbara  
**Duration:** 2 minutes

### 2. Approval of Minutes - Ginger/Harry approved as written

**Presenter:** Patti  
**Duration:** 3 minutes

### 3. Financials

- Review of June financial report
  - Gill Foundation Grant Received-$6000
  - Art Auction $8K over budgeted revenue
  - Continuing to close the gap on Underwriting revenue. Some UWs coming back from previous years.
  - We are tracking @ $300K when we annualize figures.
  - Issue: Need to remove dead trees at rental property. Could be up to $1,000.
  - Status re: Annual CPB Requirement-we are on track for the second payment. We are verifying accounting records for 2015/2016 with new bookkeeper and auditor to ensure compliance with CPB requirements.

- Fundraisers:
  - Raffle(s) update: one more 50/50 raffle and then will concentrate on Radio Daze raffle.
  - Radio Daze: We are distributing tickets to sell. 14 tickets sold so far. Some sales on the website.
  - Fall Membership Drive-no report
  - Board Participation/Eligibility re: Raffles: After checking with appropriate folks, it’s okay for the Board and volunteers to purchase raffle tickets and win. It will be a personal decision for each board member.

**Presenter:** Ramona, Ginger  
**Duration:** 10 minutes

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* D - Decision    I - Information
4. Strategic Planning & Goal Review

**TABLED for Next Month:**

- **Improve Technical Support**
  - Work with technical support team to improve signal, broadcasting technology, etc.
  - Serve as liaison between the technical team and board

- **Board Member Recruitment**
  - 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

5. ED Report

Attending Farmer’s markets, etc. to promote Radio Daze raffle/event.

We have over 40,000 songs loaded into our digital library. It will be available to programmers after we test it out some more.

Two concerts in August in Radio room.

Music at Radio Daze on August 13th.

Oct 7-15-Fall Membership Drive dates

Ramona shared some figures about paying extra on our mortgage payment to reduce the balloon payment due in 2022. We will consider doing this as funds allow.

6. Board Member Recruitment – update, if any

Marsha’s friend, Pat, is still considering the Treasurer slot on the board. He would like to review our financials before he makes a decision.

Michael P. has resigned from the board effective immediately. He notified Barbara by phone.

* D - Decision  I - Information
## Personnel Issue(s)-Executive Session
- ED performance and salary review

<table>
<thead>
<tr>
<th>D/I</th>
<th>Performance Appraisal and Self-evaluation</th>
<th>Barbara &amp; Ginger</th>
<th>35 minutes</th>
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## Board Committees - tabled
- Discuss possible committees for this board
- Assign committee roles

<table>
<thead>
<tr>
<th>D</th>
<th>Committees of Nonprofit Boards</th>
<th>Ginger</th>
<th>_? _minutes</th>
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<td></td>
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<td>If time allows</td>
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## Other Business

### Notes re: Action Items from this meeting:

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<tr>
<th>Task</th>
<th>Person Volunteering</th>
<th>Timeline</th>
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<tr>
<td>Barbara and Ginger will meet with Ramona for her annual review.</td>
<td>Ginger/Barbara</td>
<td>July 29, 2016</td>
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* D - Decision    I - Information