

## **Board Meeting**

10 February 2016

### Meeting Minutes

Attendance: Bill Holtz, Dickie Colo, Pat Matteau, Bruce Sterling, Ginger Driscoll, Mark Piepkorn  
Absent: Tracy Klonowski, Cheryl Gay Sherwin, Melissa Berry Brown

Meeting called to order at 6:17pm

1. **Motion to approve meeting minutes** of 13 January 2016 made by Bruce, seconded by Dickie.

All in favor except one abstention by Gary who was not in attendance 1/13.

### 2. **Treasurer's Report:**

a. Tracy submitted a P&L and General Ledger accounting [attached]

b. Discussion was had about P&L Headings and total cash assets. The board would like to change account headings to reflect three accounts in Quickbooks: Upgrade Fund, Speaker Stipend Fund, and General Operating Fund. [Shortly after the meeting it was determined that between Paypal balances and Peoples United Bank Balances our cash assets are as follows: Operating Fund 9345.07; Speaker Stiped Fund \$875.00; Upgrade Fund: 3522.50

c. There was discussion about a Sovernet bill presumed to be for the Waypoint Center connectivity and Gary agreed to explore what the bill represents and negotiate with Sovernet.

d. There was discussion about Host Fees remaining due. Fred Tipton and DJ Skar both are in arrears. Bruce implied he would help to resolve the matter.

e. Gary agreed to file this year's 990N with the IRS

### 3. **Admin and Tech:**

a. The updated Filemaker has been ordered from Tech Soup. It joins updates to Quickbooks and the Windows operating system as improvements to the Admin computer. Mark P will backup and then update the Admin computer soon.

b. An update to the audio streaming software installed on Feb 1 by Mark improved audio quality and consistency though the archiving software is having some difficulties. Mark is watching the archiver for further problems and will attempt to repair.

c. A third permanent microphone is now installed at the broadcast console. Mark issued instructions about using the third microphone

### 4. **Programming:**

a. New hosts or hosts in training Rachel Spigel and Gail Golec. Spigel's show "More Than Music" debuted on Feb 5 from noon until 2pm. Music and Talk, Stories, Facts, and History. Weekly Themes." Gail Golec still in training for her upcoming show, "I Do Not Think It Means What You Think It Means." A science and history panel discussion.

b. There was discussion about adherence to the 1-2-3 Policy of getting shows on the air and it was observed by the Board that some hosts' documents might not be in place for approval

including testing and payments. Dickie agreed to follow up about testing so that all hosts meet the same requirements. Several hosts still need official board approval based on completed paperwork: Daniel Hartigan, Etienne DuPourque, Rachel Spiegel.

c. Added to automation: "Under The Needle" a weekly best of KEXP's live in-studio performances. Each is approximately 15-25 minutes.

d. The Homeless Marathon will air 17 February from 7pm to midnight. Staffed by Mark, Etienne, and Tim.

#### **5. Membership:**

a. The new Host Membership Levels, introduced at the meeting of Jan 13, were further discussed: Student/Senior \$45 All others \$60. Discussion was tabled until Cheryl's return when she will discuss further with hosts.

b. Individual Memberships: Gary moved and Pat seconded that all memberships are for a single individual. There are no family memberships and each membership have only one name on it. And all documents be amended to reflect this adherence to previous rules. Patrick seconded. Motion passed unanimously.

#### **6. Radio Survey:**

a. Ginger displayed a survey she had created from which she will generate a hand-distributed survey form to determine some facts about our listenership and the habits of radio listeners generally.

#### **7. Other Business:**

a. Patrick is making a table for the wool space to replace Gary's round wood table.

#### **8. Motion to Adjourn:**

Dickie moved, Patrick seconded, that we adjourn the meeting, Motion passed unanimously and the meeting was adjourned at 7:36pm.

Respectfully submitted,

Gary Smith

5:45 PM  
 02/09/16  
 Accrual Basis

**Great Falls Community Broadcasting Company**  
**Profit & Loss Standard**  
 January 14 through February 9, 2016

	No item	TOTAL
Ordinary Income/Expense		
Income		
Development		
Recurring	50.00	50.00
Donation	200.00	200.00
Total Development	250.00	250.00
Earned Revenues		
Shirt Sales	43.00	43.00
Sticker Sales	5.00	5.00
Total Earned Revenues	48.00	48.00
Membership Dues		
Regular Members	50.00	50.00
Sustaining Members	200.00	200.00
Membership Dues - Other	50.00	50.00
Total Membership Dues	300.00	300.00
Underwriting		
On Air	315.00	315.00
Total Underwriting	315.00	315.00
<b>Total Income</b>	<b>913.00</b>	<b>913.00</b>
Expense		
Facilities		
Upgrade Services	100.00	100.00
Upgrade Loan Payment	224.87	224.87
Small Broadcasting Equipment	43.00	43.00
Tower Rent	403.18	403.18
Total Facilities	771.05	771.05
Insurance - nonemployee	507.25	507.25
Office		
Telephone	158.08	158.08
Misc	206.78	206.78
Office Supplies	41.05	41.05
Total Office	405.91	405.91
Paypal Fees	11.98	11.98
Programming		
Copyright & Licensing	1,692.00	1,692.00
Total Programming	1,692.00	1,692.00
<b>Total Expense</b>	<b>3,388.19</b>	<b>3,388.19</b>
<b>Net Ordinary Income</b>	<b>-2,475.19</b>	<b>-2,475.19</b>
<b>Net Income</b>	<b>-2,475.19</b>	<b>-2,475.19</b>