KBBI Board of Directors

9/20/2023, 5:30pm

KBBI Boardroom and Zoom

AGENDA

We provide news, information, and entertainment to foster community engagement.

1. Call to Order and Roll Call
2. Approval of Agenda
3. Introduction of Public Attendees
4. Public Comment (5 Minute Limit)
5. Presentations
6. Approval of the Minutes from 8/29/2023 BOD Meeting
7. Reports
    a. General Manager's Report and Objectives Review
    b. Community Advisory Board Report
    c. Governance Committee
    d. Internal Affairs Committee
    e. Public Outreach Committee
    f. Other Reports (Worksession, Work Group, Etc.)
8. Old Business
    a. Transmitter Solar Project
    b. Next Generation Warning System
9. New Business
    a. Review of Committee Structure
10. Action Items Identified
11. Schedules
12. Closing Comments
    a. Public Attendees
    b. Manager and Staff
    c. CAB Members
    d. Board Members

Next Meeting: 10/18/2023, 5:30pm, KBBI Boardroom, and Zoom

KBBI Board of Directors Meeting
9/20/2023
Minutes

Call to Order - 5.30 p.m.
Attending: Jack, Jacques, Josh, and John, and Robert. Kyle arrived late.

Public attendees: None
Public comments: None
Presentations: None

Approval of the minutes from the prior meeting: Jack, Jacques.

General Manager's Report (attached)

Transmitter generator:
The Kohler technician is waiting to schedule another trip down the peninsul so he doesn't charge us for an exclusive trip. Extra $1,500 for a single site visit; We save a considerable amount waiting on another trip down. Likely in the next three weeks (middle of October)

Coast Alaska engineer coming for a visit on Monday and Tuesday next week; primary goal to assess the situation with the transmitter (running a little under power); Likely a power supply issue and that Chris (engineer) will be able to find. Secondary is figuring out balance issues with audio network output (some programming is clean stereo, other is R/L channel only).

Bunnell By Air/AKCA Grant: Received a grant ($4,000) from the Alaska Council on the Arts to continue funding Bunnell Arts by Air. Funding will pick up in December. Artist for December is the parlor in the round group (2 hour singer-songwriters, less band performances). Includes a 20-minute pause so they can write a brand new original song for the audience.

Audio network issues: Network command degradation; has to do with triggers coming from the automation system. It looks like everything in the audio network is as it should be but the automation systems commands have shifted. This is about a quarterly issue for us. Waiting for a callback tomorrow with Wheatstone so they can go over this and then a callback from support from the automation system so they can verify all their settings in Zeta software.

Candidate forum broadcasts: Two so far; KDLL/Clarion and Homer Chamber of Commerce. One more that's KBBI/KDLL/Clarion from Seward. We'll just be carrying it on our end. KDLL is handling logistics. All forums based around local candidates: City Council for Homer and Seward; Burrough Assembly seats for both areas.

Hiring: Two Nine Star interns last week; funded for three months. Essentially job training for young folks just out of high school. Interested in every aspect of radio they can get into. Lots of projects for them to learn/help us with. Available for up to 20 hours of funding per week.Staff input: help Matt with some programming, dropping announcements; Loren and Kim with some administrative tasks.

EAS (Emergency Alert System) receiver wiring update: Coast Alaska has changed the outputs for the Alaska satellite feed. They've moved their emergency alerts off of their primary channel and over to the D channel on their receiver. A minor change that should help clean up some of the audio alerting for getting messages from the state.

Alaska World Arts Festival: Recorded storytelling event; will save for future broadcast and provide opportunity to find underwriters/help promote the Alaska World Arts Festival next year

Outlying Community Outreach: Contacted John Kvasnikov in Nanwalek (in for his brother Wally as a chief). He's reaching out to the community as to how KBBI is received in their community, what people are listening for, how KBBI can be a better partner, how Nanwalek can be better involved in the station.

CAB report: Minutes of the last meeting (8/29/23) and agenda for the next meeting (9/25/23). Paul Allen is gone for a couple of months; Jill, Rachel, and Kathy.Sole focus is growing the CAB and diversifying membership. Jill was over and Seward and Loren is going to be in Seward talking to the chamber. Jill is going to be talking to Puffin. Potential November CAB member meeting at the college; November 4th. Pop-up survey asking folks for input on whether the programming and the services of KBBI are meeting the cultural, educational, and entertainment needs of the community

Internal Affairs committee: Did not meet; lacked quorum.

Public Outreach: Did not meet.

Governance Committee: Meeting held; discussed funding for the solar project at the transmitter and board recruitment; critical due to term limits. Went through donors.

Other Reports: Generic discussions surrounding Board Recruitment, anonymity of candidates in the discussion process (may lead to Executive Session),

Transmitter solar project: Going over the IRS paperwork for the renewable energy credit and direct pay, which is under the law that is supposed to make it so nonprofits and municipalities are eligible for the renewable energy credit, even though they are not tax paying organizations. We are eligible for that 30% credit, but it comes as a grant. Spoke with former auditor Stephanie Lamb last week and she's reviewing the related IRS code. Touch base on Friday this week about what she's learned. We're eligible to get that 30%, but should not seek grants to cover that 30% because then we'd be getting a grant to pay back grants. So paying off a designated fund, as opposed to putting money back in our savings her suggestion on this is that we take that 30% out of our savings to spend on the project with the intention of getting that back during the next fiscal year. Josh wants to waitbefore we make any decision. This puts us back at raising 70% of the project, not 100% - grant writer will need to write for $35,000. More information next week.

AK Solar is on hold; Ben thinks we've got until the end of October before things get too solid to install things out at the site.Installation going to take a couple of days.

Motion to suspend project by Jacques; Wayne second's the motion.

Significant discussion surrounding the project, potential cost overruns.

Consensus to continue pursuing funding without specific suspension.

Next Generation Warning System:
Josh finished seminar with CPB on the next gen warning system. One thing they forgot to mention two weeks ago in our last conference is this is not a grant project that is forward funded. This is a reimbursement grant.Translator construction we must have the money to pay for it up front. Receivers still need replacement. Josh going to apply for a $7,000 grant for this. Pays for the box and a data link to the transmitter. Josh talked with engineers at Coast about the data link to the transmitter. Replacing with data compliant link is $25,000 to $30,000 to replace what is otherwise a very well functioning unit to transmit audio from the studio to the transmitter and the network connection onto that. For a fraction of that cost we can add a data dish. Josh talked to Leif at Horizon about this and about purchasing a data link from him, having his technicians install it both at the studio and transmitter, and just installing our own data link.
Also looking at the transmitter analog audio - $7,000. We can include that along with the box as suitable upgrades to our transmitter system to make sure that we have data control at the transmitter site and to make sure that we have up to date equipment. Josh to apply for $7,000 for the two pieces of equipment and the labor to install them as opposed to anything larger that we discussed before.

New Business

Committee Structure:
Governance Committee - none.
Internal Affairs - finance, buildings, and structures.
Finance Committee - Focus on all the financial issues of the station. Budget development issues.
Public Outreach - No change.

Action items: For the board, there are no specific action items

Action item for border recruitment - email to everybody with the recruitment list and take volunteers for contacting and make assignments following that. Prospectives response by the 26th.

Upcoming committee schedules

CAB - 9/25, 5:30p.

IA/Governance - October 4th, 4pm
Public Outreach: TBD

Closing comments
No public attendees
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Staff - Josh: Email from Loren to sign up for participation with the drive. If unavailable, let Josh or Lauren know to get you signed up to record something with your voice during the drive. Thank you to my staff for holding things together for me in my multiple absence over the last couple of weeks. Had a couple of things with the political forums that didn't go quite to plan, but had some backup staff come in: Dylan on Monday's forum; Jimmy in the studio putting another forum on air. Big thanks to Loren for everything that she's been doing with getting planning for the drive together. Talked with her this morning and it's looking good.
Really big thank you to Matt who has worked a number of additional hours over the last two weeks to help cover things.Stepped in on Thursday to help fix a studio situation because our internet connection collapsed and we couldn't do anything remotely and also stuck around until 11:30p to keep the borough assembly meeting on air. He is taking extra time off for the rest of this week to compensate for his additional hours.

Board Comments:
Jack. "No real comments tonight."

Kyle "No specific comments."

John: Looking forward to a good participation in board recruitment.

Robert: I'm looking at the agenda and we got a lot Addressed tonight. A lot of information and appreciate that.

ADJOURNED @ 6:27pm

Next meeting is 10/18/23 at 5:30 p.m.