KBBI Board of Directors
12/15/2022, 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 Visitors
4. Minutes of 11/17/2022 Meeting
5. General Manager's Report
6. Community Advisory Board Report
7. Committee Reports (or reports of activity in these areas)
    a. Governance Committee
        i. Healthcare Policy
        ii. BOD Election – no ballots
    b. Internal Affairs Committee
        i. FY23 Budget
        ii. Solar Project for Transmitter
    c. Public Outreach Committee
8. Strategic Plan Review
9. Old Business
    a. Finding new underwriters
10. New Business
    a. Diversity Statement Reauthorization
    b. Planning for Annual Meeting
11. Action Items
12. Comments from visitors, staff, board members

Next Meeting: Annual Meeting, 01/19/23, 5:30pm, Live On-Air, KBBI Boardroom, and Zoom

Board of Directors Meeting Minutes

December 22, 2022, 5:30 p.m. (note: postponed from scheduled 12-15-22 due to lack of quorum)

3913 Kachemak Way, Homer, AK 99603 (Hybrid, in-person & via Zoom due to covid-19)

BOD Present: (at Station): John Anderson, Wayne Aderhold; (Zoom): Nicole Arevalo, Robert Purcell (Phone): Jack Cushing Absent: Jacques Longpre, Mel Strydom, Kyle Schneider

Staff: (at Station): Josh Krohn

CAB: none

Visitors: none

Quorum?: Yes

1. **Call to Order/Roll Call at**: 5:47p
2. **Approval of Agenda**: moved, Robert P; 2nd, John A.; Josh: add minutes for Emergency mtg of 12-7-22 (in packet); unanimous, as amended.
3. **Introduction of Visitors**: none
4. **Minutes of 11-17-22 Meeting** (approval**)**: moved, Wayne A; 2nd, Robert P.; add/change, Nicole: Governance Comm. and BOD Emergency meeting, both on 12-7-22; unanimous, minutes of regular meeting (11-17); moved, Robert P; 2nd Wayne A; add/change, Nicole: delete "discuss & revise …", and other extraneous verbiage; simplify per her recitation. Unanimously approved, as amended.
5. **General Manager's Report**: (Josh K)
    a. Health & Safety – Mitigation measures in building continue; guests allowed with mitigation per host discretion; a number of Staff out with various maladies, Covid, flu & RSV. Covering with or without paid time off, depending on status.
    b. Personnel – making adjustments with reduced Staff; Josh covering "tech" mostly, but using Kevin Duff and Li Stephens (COTL) as needed for events such as Bunnell Arts by Air.
    c. Facilities & Infrastructure: Audio network had major crash on 12/9/22 at 4:30a when Kathleen was in building preparing for am shift, so able to assist Josh (remote, in Girdwood) to reset. Crashed again yesterday and Josh in station til 10p last night repairing. Josh captured the entire event to send to the manufacturer (Wheatstone) for analysis (again). Track record has been 60 to 70 errors per minute for the last month, but this morning after back up it was running "clean". More stable today but Josh doesn't think we're out of the woods yet. Biggest problem is "core switch" and Josh doesn't have password access to it. If currently planned fix using legacy machine with serial connection doesn't allow acces, he'll work with manufacturer to reset and gain access which will require a few hours break in broadcast. Due to KDLL revised schedule, it's more complicated to break into the programming for a working outage. (Nicole) Question on the problem: today same as 9th of December? (Josh) Not exactly – today all devices on the system were continuously logging on & off at will – total chaos. It took total reset of the switch last night. It's a configuration

issue on the switch … that were made against advice of manufacturer; Josh pretty confident he can fix it once he gets into the switch; considering bringing Nick Poulos into it on a contract basis. (Wayne & Josh) Identified the "sound" door issue with screws no longer holding on jamb side due to soft wood and only competent way to fix is with modification with backer plate to hold screws which will require ripping out trim for access, as minimum demo; Josh & Wayne (and possibly Robert P.) will work on one idea for an intermediate fix to avoid tearing out for access. (Nicole & Josh) Sink drain from kitchen backed up, Des removed trap & Matt brought in a snake; but it required a call to plumber and Jimmy/ProFlow was only one to answer the call ($600) – he got it cleaned and ran a camera down to the junction; wants to come back, pull a toilet and run his jet/camera down; (Wayne) Interjected that Eayrs came out in 2018, and found the line plugged with coffee grounds; took apart, flushed (ugly situation), and ran the camera down to tie in with City main (clear downstream of the junction, so problem is all upstream in the small diameter piping that lays fairly "flat"); suggest we consider re-laying it when plumbing in the additional bathroom (in storage closet).

   d. Projects : Kathleen recording HHS Swing Choir & producing for broadcast on 12/25 & 12/31 with 2 HHS students; Hope hired a graphic designer for new KBBI News logo; Johnny B composed new theme for newscasts which will premier at annual meeting. Hired Kevin Duff & Li Stephens to do live sound & recording for HCOA concert, the Irish Trio on 1/19/23 which will broadcast on 3/17/23. Josh looking for underwriters to support Robyn Hamilton continuing to produce Classic Radio Revue for a 13 week run, starting in January. (Nicole) Asked about what Robyn has already done. Josh described "Mind of Many Colors". Funding expired. Have gotten a lot of positive feedback to keep it going. (Josh) Ingrid Nixon's "Story Borealis" got tied up in the network problems today, but it will rerun again.

6. **Community Advisory Board** (report): none, but Nicole addressed - having a hard time getting anyone to step into leadership role; Rachel not responding; have two energeting members, Paul & Kathy; talked about CPB "requirements" that CAB is supposed to be tending to; considering asking Duncan W. to lead … but it is known he's not in a position to take it. Possibly Kathy C. – she is certainly capable even though she would be new to KBBI.
7. **Committee Reports:**
   a. **Governance:** (John A) Met briefly on 12/7/22 to review & approve healthcare policy; also discussed the fact that we have no cadidates for BOD lined up as of now so no ballots will go out with the letter; (Nicole) noted that only her seat is vacating, so no need to replace any other BOD members this year; (Josh) per healtcare policy: have one Staff who is ready to take the stipend; another one found out they were ineligible for ACA plan so has to stay on Station plan; so we're not ready to change to a single solution; needs to meet with Staff again to try to come up with a resolution that will work (for all); bottom line – we're saving some money in budget but not as much as planned;
   b. **Internal Affairs:** (Nicole for Mel) Transmitter generator repair - still awaiting response from Tech ???, Transmitter solar: Josh getting ready to apply to Rasmussen Foundation & Murdoch Trust; Wayne will file application with Corps of Engrs (wetlands); Budget deficit looking more like $32,000 now (instead of <$130,000>), but Josh needs to update once healthcare costs are re-figured; Strategic Plan review – need to bring CAB into the process once they are moving; Mel asked about putting some $ numbers on aspirational items for

future budget process; (Josh) met with Robert P. to go over SP effort & needs to follow up on items discussed with Robert P.; solar at transmitter has been on the burner awaiting a meeting with USDA Staffer to get application in order.

c. **Public Outreach:** (Nicole) No formal meetings but the craft fairs were attended with no Staff time other than Loren B. help to get set up with materials; listed all the people involved (vols); successful effort on membership; around $1000 income at Nutcracker; $600-700 at Procrastinator's; thinks we should continue them; (Josh) $1535 total; at least 9 memberships between both fairs; (Nicole) Looking with Jacques at date for Music Showcase (Winter Carnival?) – need to get on it.

8. **Strategic Plan Review**: (Robert P) On hold for now, as Josh mentioned.
9. **Old Business**:
    a. Finding New Underwriters: (Nicole) Spent time with Jose and Carmen/Don Jose's about renewing their commitment; (Jack) Is pursuing a couple possibilities in Seward;
10. **New Business:**
    a. Diversity Statement reauthorization: (Nicole) Josh provided in packet; as posted now is from 2015; supposed to revisit annually; plan to handle it on air during Annual Meeting (and make sure it's on agenda every year); check to see about developing a calendar of items like this needing annual attention);
    b. Annual Meeting planning: (Nicole) It will be "on air"; suggests that we have a "pre-meeting" (informal) for an hour before the Annual Meeting (1/19/23), in conference room at Station (food & drink); Ideas? For meeting – does anyone want to do the "comedy" skit idea again? (Wayne) Noted the idea wasn't warmly received when he brought it up, but in the end was received ok … but not offering to write this one up (someone else take the lead?);
11. **Action Items**:
    a. (Nicole) Diversity Statement – write up
    b. (Governance Comm.) – draft up agenda for Annual Meeting; no ballots needed so no counting
    c. (Wayne, Robert, Jack) – fix for Studio (sound) doors; Wayne following up on Robert's latest suggestion (EZ Lok inserts);
    d. (Nicole & John A) – effort to reach CAB and figure a way to get them back on track, especially for Annual Meeting
12. **Comments** from:
    a. Visitors: none
    b. **Staff:** (Josh) Thanks for bearing with technical issues – thinks he's getting close to resolving, one way or another; thanks for Horizon Satellite for loaning "climber" to tack down loose coax cable on STL pole last week; Station on holiday tomorrow, not sure about volunteers; Station off for New Years;
    c. **Board**: (Jack C) Thanks to Nicole for her energy & maximizing particpation of members; and thanks to Josh for all the work, and everyone he knows are believers in public radion & don't have negative feelings when the station has problems – so keep up the good work; (Robert P) to Josh – stay healthy, as well as the whole team; appreciates the adverse conditions he's been working under with equipment and health issues; (Wayne A) Concerns about Josh & the hours he puts in and positive feelings about the tech problems, and thanks to Nicole; (John A.) nice to be back in Homer where it's easier to listen to the station here – thought it

would be easier “remote” than it is; listens to Hawaii public radion and it doesn’t have the “local” feel that KBBI does, which is why he joined the Board, the local feeling; he realizes we need to reach out for underwriters and others, they won’t come to us; and thanks to Nicole for her work; (Nicole) the fairs were really cool and good chances for people to connect in person which added another dimension to the connectivity feeling; imagine will have a float in Winter Carnival parade; John Lancaster is joining the PO Committee because that’s an area he likes to be involved with; Homer Grown episode this Saturday should be good … then the show will be done (Josh) kudos for Nicole & Des putting Homer Grown together; Card for Cathy Ulmer for signatures.

13. **Upcoming meetings:** Annual Meeting, 1/19/23
14. **Adjourned at** 7:11p

/w.a./