“KSUT is a community supported public broadcasting organization serving the communities of the Four Corners, providing diverse and eclectic entertainment, education, news, and information while promoting multicultural awareness and understanding.”

KSUT Board and Staff Present (via Webex):

Bruce LeClaire, Gary Skiba, Tami Graham, Richard Gore, Amy Barry, Robert Ortiz, Rob Brantley, Buz Bricca

Board Members absent: Eddie Box Jr, Kree Lopez, Sara Sheeler

Call to Order at 5:46 PM

Approval of Meeting Agenda

Gary asked about status of Sara Sheeler’s role on the board. Tami has done a check in via email and leaving a voicemail but did not hear back. Robert suggested we should move forward with seeking another board member.

Buz moved that we add research on new board member to the Development committee discussion later in this meeting. Bruce second. Passed unanimously.

Approval of Prior Meeting Minutes (April 2020)

Bruce’s name misspelled; “Members” misspelled. Gary to correct and finalize.

Moved to approve by Bruce with corrections, second by Buz. Unanimously approved.

Robb Brantley, KSUT Business Manager (attending as rotating monthly staff member)

Tami signed off the Webex meeting, had to sign back in via phone.

Mid-year Budget Revision

In response to COVID-19, KSUT has made adjustments. Decided to cancel June Pagosa Folk and Bluegrass festival, current assumption is that we will be cancelling fall 4 Corners Folk festival, and all summer concerts will be lost. Had to adjust revenue assumptions. Reduce total budget to $1.418 million, down from original $1.6 million.
Adjusted events revenue downward as well, lost the planned July 5 Lyle Lovett event. Online music events will bring in revenue, the Bank of the San Juans has sponsored those and they should bring in about $15,000. Pledges have not changed, and we received $20,000 for local COVID reporting, mostly through membership donations.

We will not have production costs associated with events, down to $21,000 profit from $40,000 originally projected. Jessica Irwin is underwriting manager, doing great job. Have received a number of grants, PPP Loan, CPB pandemic relief, and unsolicited grants for $30,000. Some business support is continuing.

Tami is applying for various grants, about 70% of her time. Funds are available just need to get the grant requests completed and submitted.

Lyle Lovett cancelled for July of this year, will be moved to July 5th or 7th of 2021.

On expense side, Tami pointed out that Rick, Amy, and Rob Brantley met last week to go over mid-year revised budget.

(We had problems with echo on Webex and decided to move from Webex to conference call at 6:07 PM). Restarted at 6:12 pm on a conference call)

Continued with mid-year revised budget. We do not have a firm decision on 4 Corners Folk festival, but likely to cancel. Some hard costs whether concerts occur or not (see line 71 Outside services). This was at $16,000, at $165,000 in revised budget. Contractors (Adam Burke with Native Braids) and some for Dream Warriors are continuing costs. Software (Eventbrite) cost is still in, and software that needs to be maintained. Even without festivals we end up with $21,000 net revenue.

Rick Gore: The CPB and PPP funds have kept the budget in the black, along with other unexpected one-time funds that are mostly COVID relief.

Rick asked about the $110,000 that is deferred revenue from ticket sales. This should be taken out of the FY 20 budget.

Some of the 110K will be refunded to ticket purchasers, some will be donated by the purchasers, some will be applied to 2021 events.

Approval of revised budget was moved by Buz, seconded by Rick. Unanimously approved.

**Eddie Box Jr. Media Center Budget Update**

Tami—Handed off to Robb Brantley.

Robb: Some changes due to COVID-19 delays. In April we received PPP and CPB funds, ended with $220,000 in bank account. Most was operational. Some went to
capital in lieu of borrowing. The line of credit wasn’t needed to the level we thought due to grants coming in. In next 3-4 months we may need to draw on the line of credit again.

Rick noted that our now projected $2.4 million capital budget was originally $2.1 million. We will be delaying use of the line of credit until absolutely necessary.

Tami noted line 5, capital pledges, are multiple year commitments. Still have over $68,000 expected from those. In succeeding years, we will still be collecting on these capital pledges.

Most of line of credit will be paid off by these future pledges.

Rick has been great help as Treasurer.

Will be eventually closing TBK account moving all to Alpine.

Some of the May projected expenses may bump into June, and June into July.

**Executive Director Report**

**COVID-19 Impacts (Update)**

Staff is working between the two buildings now, but slowly moving. Next week most of shared files and emails systems will be moved.

**Media Center (Update)**

Doing well on grants, Tami is working hard to keep those moving and finding all possible opportunities.

**Audit (Update)**

Back where we were a year ago with audit issues. We have a significant overage invoice from Fredrick-Zink Associates ($8,500+). Want to get very specific info from FZA on what caused the overages.

Robert: seems like we’re going backwards. Need better breakdown of where the overages come from. Need to decide what to do for future audits. We could let FZA know we want a better detailed breakdown of costs. We have gone above and beyond to try to meet their needs to minimize overages and miscommunication.

Tami, Robb and Rick will have a conference call with Michelle Saino to get a better understanding of how we can improve the outcomes, it has been frustrating.
We need to get a detailed explanation of the over budget costs before paying invoice and we also need make sure our audit is done on time in future.

Gary asked about options for other firms to do the audit. Tami said there are none in Durango but maybe Denver. Bruce would like get answers to our questions about the current invoice. Tami will look into other potential firms.

**Festivals/Special Events (Update)**

July 4 City of Durango event is now cancelled.

Tomorrow (May 14, 2020) staff will be going to Ute Mt to get the new transmitter started.

**Four Corners and Tribal Radio**

Both covered earlier.

**Committees**

**Activities and Updates**

*Development Committee (Buz, Kree, Bruce)*

Bruce: at a standstill, no report.

Sara Sheeler board position---we assume she is no longer interested in remaining on board so we need to look for a replacement board member. All of the board agreed. Robert will send letter to Sara stating we consider her no longer on the board and will be moving to find another member. Tami will advertise via KSUT for another member.

*Tribal Radio (Amy, Buz, Robert)*

Done earlier

*Finance (Rick, Amy, Tami)*

Nothing more beyond budget and audit discussion above (Rick)

*Board retreat (Buz, Tami, Bruce, Robert)*

Postponed, nothing further at this point.

*Ad Hoc (Executive Committee) Bylaws review – Schedule meeting*

Need to schedule a meeting. Gary will take the lead on scheduling.
Next Meeting Date June 10, 2020 – Eddie Box Jr. Media Center (hopefully).

Move to adjourn by Bruce second by Rick. Unanimously approved.

Adjourned at 7:26 PM