KUTE Inc.
KSUT Board of Directors
Monthly Meeting

Southern Ute Cultural Center
Ignacio, Colorado
October 9, 2019, 5:30 pm

“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.”

Attending: Eddie Box, Amy Barry, Gary Skiba, Buz Bricca, Robert Ortiz, Tami Graham, Richard Gore
Absent: Bruce LeClarire, Sara Sheeler, Kree Lopez

Call to Order 5:34 PM

- Moved to order by Buz, seconded by Gary
- Robert took lead on meeting management

Approval of Meeting Agenda

- Gary moved approval, Amy seconded, approved.

Approval of Prior Meeting Minutes

- August minutes tabled as we did not have them available.
- September minutes not approved due to lack of quorum of the members who were present at that meeting

FY2020 Proposed Slate Board Officers/additional nominations and election

- President: Robert Ortiz Buz nominated Robert, Eddie 2nd, unanimous
- Vice-President: Buz Bricca Gary nominated Buz, Amy 2nd, unanimous
- Treasurer: Rick Gore Amy nominated Rick, Buz 2nd, unanimous
- Secretary: Gary Skiba Rick nominated Gary, Amy 2nd. unanimous

Executive Director Report

Renovation: update and budget
• Busy with fall fund drive, Folkwest transition, and facility renovation but all going well. The previously expected $20K tap fee was waived, have an email I response confirming that.
• Construction and operational line of credit agreements need to be approved by Board.
• Alpine Bank needs have a process in place to seize collateral if loan defaults. There is a tribal code regarding seizure of property, which goes through tribal courts.
• Alpine has not asked for a list of physical assets, but can be provided if needed. Gap financing is for 24 months, could be extended. Alpine has been easy to work with. CPB and other funds can be used to pay down loan.
• No significant changes in cash flow. Tami will be working on calling unfilled pledges. There should be a significant amount of pledge funds coming in during December 2019 and January 2020.
• Tami will have a clearer cash flow spreadsheet for next meeting. Will likely start into line of credit in January.
• Some board help may be needed to do pledge reminder calls.

FolkWest Festivals update

• 3 candidates for coordinator have been interviewed, all strong. Hope to make an offer within a week or so as an independent contractor.
• MOU is done, official as of Oct 1.
• Starting to look at bands and budget, booking will be done by Tami and Chris, not the contractor.
• Town Mountain at Wild Horse was “best night ever” per Wild Horse. Netted $2500.
• Signal expansion going well, visit to site next Wednesday and could be installed within a couple of weeks. Has been close to 3 years to get to this point. Will be Ute Mt Ute tribal piece done for Tribal Radio.
• Tribal Radio: “blip” of dead air may be solar flares. In fall and spring this is a pretty regular occurrence for any live satellite feed.
• Dream Warriors Warriors will be back for de-briefing on November 5. See Dream Warriors Ignacio for video. Native Braids website is being finalized. Rocky Mountain Health Foundation funding will help complete.
• Creation of mobile app to promote tribal radio. Working to find an app developer to work on it, expected to be ready this winter. Should help with younger audience.

Construction update

• Buildout – just about ready for drywall
• Construction meetings are on Mondays at 10 AM
• Party in the Park net was highest ever at $16,000
• Motet would like to return next year, likely will have them back with a Party in the Park in August 2020
• Also waiting on possibility of Lyle Lovett, July 4/5. Would be co-presented by FLC Concert Hall, they would handle contracting and payments, so KSUT would not be dealing with those. Would be held at Fairgrounds softball fields.

FY2020 Budget (Final approval with Board Vote)

• Nearly $700K increase due to festivals.
• See Summary sheet and Excel spreadsheet. Projected $31K surplus with current budget.
• Includes 4% salary increase for all staff, and also increases for hourly employees. Would like to go in place in December or January, all performance reviews will be done by then. Is an across the board 4%. Basically cost of living. After this increase, future increases will be based on performance related to goals, and dependent on financial performance of KSUT. Bonus policy is in place, but not sure if latest version
• 50% of surplus stays in operational budget, other 50% used for bonuses.
• 4% increases would be about $16K increase. Concern about expectation that there would be annual raises, that is dependent on organizational performance.
• Board could approve the 4% increase
• Should review bonus plan for next fiscal year. Could do a combination of years of service, annual evaluation, etc.
• Evaluation is based on work plan and specific goal achievements, includes a self-evaluation. Not extremely formalized. Rick suggested that could be an informal process with quick decisions.
• Station does use tribal processes for personnel decisions. Have worked to align tribal and KSUT operations as much as possible in practices in HR and accounting.
• Finance committee will take on the specifics of how to approach in future. General agreement that bonuses will be a better approach than salary increases.
• Finance committee recommended approval of budget, but need to discuss a separate bonus for Tami, over and above the 4% across the board.
• Buz moved approval, Rick seconded. Unanimous approval.

Alpine Bank Lines of Credit - Board Resolution

• Operational and Construction lines of credit.
• Buz moved approval, Eddie seconded. Unanimous approval.

Committees

Development (Buz, Kree, Sara)

• Need to meet again to refine policies on gift acceptance and others. Buz will work on setting up next meeting.

Tribal Radio (Buz, Amy, Robert)

• Need another meeting, will gear towards new building.

Finance (Amy, Rick, Tami)

• FZA Audit Engagement Letter: Pretty much identical to last year’s. Current wording is that there can be additional costs if additional time is needed. We will ask for change in wording that makes it clear that additional costs are only in cases where KSUT is at fault. Finance
committee will work on wording to submit to FZA for revision. Will start around October 15, so need response soon. Goal is to have audit at end of January of 2020.

- Buz offered the following language for change to engagement letter: “If the cost of audit services exceeds the estimate, FZA will promptly notify KUTE Inc of this cost increase with explicit explanation of the reasons for said increases.”

**EXECUTIVE SESSION: Moved by Amy, second by Rick. Started at 6:56 PM**

**NOTES AVAILABLE TO BOARD MEMBERS UPON REQUEST**

- Moved out of exec session at 7:04 pm

**Tami’s Compensation**

- Rick moved that in addition to a 4% salary increase, plus a 6% bonus for a total of 10%. Bonus is one time, 4% salary increase is permanent. Unanimous approval.
- Robert will inform Tami about board decision on pay increase and bonus.

**OTHER**

November 9 will be Members Party and silent auction at Ska. This will be last one with festivals

Agreed that we should get documents with more up front time.

Maybe Friday before meeting.

Buz will communicate discuss timing with Tami.

Gary noted that KUER provides an online NY Times subscription with membership, heard during recent membership drive.

**Next Meeting Date (Nov. 13)**

**Adjourn: 7:10 PM**