

KRFC Community Radio

Board of Directors Meeting

September 4, 2008

Board members present: Saul Hopper, Jack Armstrong, Kathe Melbach, Jess Gries, Jaime Folsom

Staff members present: Chris Kennison, Station Manager; Lindsey Buchheit, Development Director

Meeting began at 7:10pm with a board quorum.

1. The Board approved a resolution to extend the term of the Revolving Line of Credit with Home State Bank for one more 12 month term, through October , 2009.
2. The Board approved the consent agenda (July minutes and August financials).
3. Chris introduced Lindsey Buchheit to the board. Lindsey is the newly hired Development Director for the station. She expressed excitement to be working at the station and on the upcoming membership drive. She asked the board to look for “challenge grants” from themselves, friends, business associates, etc. as a way to stimulate pledges and donation during the membership drive. The board was also asked to record promos for use during the drive. The pre-drive letter has gone out. Hats and tee shirts will be premiums, as well as “coupons” that donors can use to get premiums and cds from the cd store. Another new idea is to have dj’s and pitchers and others send postcards of thanks to donors for their shows (there will be a need to monitor that this is being done properly and quickly).
4. Chris will be seeking more grants to use during the drive – we already have one from the Gay & Lesbian Fund. He also has an analysis of pitches done during the last drive, with an analysis of how much was raised when each particular pitch person was on-air. This info will be used to our advantage during the upcoming drive.
5. Financials – Cat, Chris, Kathe and Greg Krush are on the Finance Committee. Next year’s budgeting process will begin soon. We will have less CPB money, and were not allowed to apply for the recent round of grants from Bohemian Foundation, so we will be budgeting for stricter income limits. Good news is: we are below budget for expenses, on par with membership drives and with grants, underwriting is above last year (although below budget). The big unknowns are salaries and underwriting, and the need to budget for a replacement plan for critical equipment. Chris is working with Ray and Ed on a plan and will apply for a grant out of Loveland for this purpose. We had to pay \$4,700 for accrued vacation time for Brian and for Carol, pointing out the need to review our policy pertaining to vacation and sick time accrual and use.
6. We need to form the search committee for the upcoming board elections. Notice will be posted on the website and in on-air promos that interested persons may apply for a seat on the board to begin in 2009. Chris will email to board critical dates.
7. There was no public comment.
8. Meeting was adjourned at 8:00pm (?)