



**Annual Meeting, Friends of KSPS
29 September 2016**

Attending: Pati Dahmen, Ann Hurst, Bob and guest Denise Morrison, Jodi Harland, Linda Finney, Clint Marvel, Nancy Ledebor, Don Anderson (via phone), David Tanner, Adam Munson, Mark Anderson, Vincent Alfonso, Monica Samper, Shannon Scheiwiller, Timothy McGillicuddy, Klay Dyer, Jon Heideman

Absent: Kathleen McKenzie, Kelly Konkright, Mary Phillips-Rickey, Clint Marvel

Advisory Board: Shaun Higgins

Staff: Gary Stokes, Dawn Bayman, Sandy Kernerman, Darcell Yeager

- I. **Call to Order: President Pati Dahmen** at 4:30
- II. **Introduction of New Board Members:** Monica Samper, Timothy McGillicuddy, Klay Dyer, Shannon Scheiwiller, Jon Heidman, Dave Tanner, Vincent Alfonso
- III. **Public Comment:** none (all meetings are open to public and posted on website one week in advance)
- IV. **Approval of Minutes of 25 August Meeting:** Nancy Ledebor moved to approve minutes, and Jodi Harland seconded; motion passed unanimously.
- V. **New Business**
 - a. **Financials: Don Anderson** noted that budget is 4% over in revenue and 5% under in expenses. Audit is underway; Don will report to board at next meeting. Gary Stokes noted that a year ago there were any number of challenges; we are fortunate to have some revenue increases, but he is very pleased with staff holding expenses down. In the coming year, revenue vis a vis the Canadian dollar at 75/76 will be a challenge. Retired Board Member Bob Morrison expressed his thanks for six years of excellent work by the KSPS Team. With no other comments, Linda Finney moved to accept financials; Ann Hurst seconded, motion passed unanimously.
 - b. **CPB self-audit: Gary** reported that the self-check, covering a series of recommendations has been completed; nothing untoward to report. If you have any difficulty posting meeting notices and minutes on Drop Box, Dawn Bayman can help. The next CPB grant cycle is coming up soon (70% of funds come in fall, the balance in spring).
- VI. **Community Advisory Board Report: Chair Shaun Higgins** reported that forming this board is a requirement under the new CPB regulations. In essence, it is a public input panel, functioning separately from the Board, in order to receive feedback from the community on programming—a function formerly carried out by Spokane Public Schools. CAB meets monthly with the exception of July and August, on the second Thursday at 4 PM. Currently,

there are 7 members, with a goal of reaching 12 with Canadian representation.

Plans/accomplishments

- a. The next *Prevue* will carry an announcement/invitation recruiting new members.
- b. CAB has met with CPB consultant to ensure it is in compliance.
- c. Making presentations to local groups.
- d. Met with Cary Balzer, Program Manager, to preview new programs, provide input and ask questions.
- e. CAB will connect with Gary regularly.
- f. CPB requires that a representative from CAB meet with Board regularly. After conversation with Board members, the decision was that Shaun or another member of the CAB will meet with the Board in person in September and March. No written report is necessary.

Shaun concluded by noting that opinions on pledge programming are all over the map, but consistently there is feedback that sponsors on health or medical issues need to be carefully vetted.

VII. General Manager's Report: Gary Stokes reported:

- a. PBS Kids 24/7 is going forward; hospitals are prime candidates—waiting rooms, children's wards.
- b. Born to Learn: contracts have arrived; costs of translation and production of 100 DVDs has been underwritten by the Washington State Library Association. Thanks to Board Member Nancy Ledebor. Distribution to Canadian libraries is the next step. Monica Samper offered to help with Spanish translations in future.
- c. Board Member Code of Ethics was distributed and signed by members present.
- d. 1 September was the start of the new fiscal year; many reports are due, including FCC report.
- e. Personnel change: Mike Suhr, IT, has resigned; new hire, Shannon Wright, will start 7 October.
- f. Putting in a new system to streamline Master Control operations.
- g. KSPS Tower repair: first phase done; final phase next week.
- h. Not concerned about federal funding; as of today a continuing resolution was passed.
- i. Spectrum Auction update: last fiscal year, the Board had declined to participate. There is another round going forward now, with lower pricing.

VIII. Development Report: Dawn Bayman reported:

- a. The development team has met goals in most areas. Membership and major donors slightly down; pledges going well. So far in September, team is ahead of goal.
- b. Still dealing with decline in Canadian dollar. However, the Canadians are very generous—and their donations are not tax deductible in Canada.
- c. *Prevue*: many members have elected to go with the electronic version, which will save upwards of \$6000 annually in printing and distribution. Dawn will do another round next year to encourage members to get the electronic version.

Sandy Kernerman reported:

- a. Visits to Canada
- b. All board members are Leadership Circle members, Sandy's responsibility. Sandy reminded the Board that it is vital for everyone to be a donor at some level¹¹this is an

expectation from grantors. It is also listed on the Qualifications of Board Members. She encouraged everyone to become a Sustainer.

- c. Development Committee meets 13 October
- d. Endowment at Washington Trust Bank is \$619,434.28. Goal is \$1 million. Received \$40K in planned gifts last year; another estate going through probate in Canada.
- e. Grant to Union Pacific for Kids 24/7; a grant proposal is underway around the upcoming Ken Burns program on the Vietnam War.

Dawn reported:

- a. 50th anniversary kicks off in January; the production team has been very busy all summer producing mini-features throughout the region. There will be a few, key, focussed events. There will be a Board Reunion event—a fun weekend. Goal is to build endowment and funds for programming.
- b. Passport is an online viewing service. Very attractive to new members, cost is \$60 annually. Not available in Canada, unfortunately, because of geo-blocking.
- c. President of PBS will visit during the anniversary year.

IX. Governance: Chair Ann Hurst reported that the committee is working on a review of bylaws, evaluation of board and GM, policies, meeting conduct, and strategic plan. Next meeting is 11 October, 8 AM.

X. Finance: Chair Don Anderson noted that he will schedule a finance meeting after the audit report is received.

XI. Education Committee: Chair Linda Finney reported that the Nespelem documentary is nearly completed, that Mary Joan Hahn is recruiting interns to catalogue NW Profiles, and that the Education Coordinator will be hired after the first of the year. Linda noted that the Education Committee mission is to support the educational outreach of KSPS and invited Board members to join the committee. Monica Samper, Klay Dyer, Bob Morrison, and Vincent Alfonso are new members—thank you! Linda will propose new meeting schedule to committee.

Adjourned: Pati extended her thanks to Bob Morrison for his dedication and service. There being no other official business, Pati adjourned the meeting at 6 p.m. (PDT). Reception following at Twigs.

Upcoming Meetings (subject to change)

27 October, Exec Committee

17 November

26 January

23 February

30 March

25 May

27 July

All meetings are at 4:30pm PT in the KSPS Main Conference Room, 3911 S Regal St, Spokane WA 99223, and are open to the public. Meetings are every 2 months, generally the last Thursday of the month.