



**Minutes of the Friends of KSPS Board Meeting
July 28, 2016**

Attending: Pati Dahmen, Ann Hurst, Don Anderson, Bob Morrison, Jodi Harland, Adam Munson, Mary Phillips-Rickey, Mary Joan Hahn, Kathleen MacKenzie, Linda Finney,
Absent: Nancy Ledebauer, Mark Anderson, Kelly Konkright, Clint Marvel
Staff: Gary Stokes (General Manager), Dawn Bayman (Director of Development), Sandy Kernerman, Darcell Yeager

Call to Order: Pati Dahmen at 4:33

Executive Session – Personnel (Pati Dahmen) Went into executive session to get Board input for Gary Stoke’s annual evaluation. Went through the questions as a Board, reading for those who were on phone. Pati will email a copy of questions to those who are absent to gather any input on successes/opportunities. Executive session adjourned at 4:52.

Re-Convene Friends of KSPS Board Meeting (Pati Dahmen) at 4:54

Approval of Minutes of the May 26, 2016 Board Meeting (Pati Dahmen/Ann Hurst: Adam Munson moved and seconded by Don Anderson approval of minutes with amendment to include Ecova not Acova. Motion passed unanimously.

New Business (Pati Dahmen)

Review of May/June Financials (Don Anderson/Gary Stokes): Controlling expenses well and fiscal year end looking good. Endowment account now in excess of 1 million. Liquidity position in good shape. Motion to approve May/June financial statements by Kathleen, seconded by Jodi Harland. Motion passed unanimously.

Discussion of FY16-17 Budget (Don Anderson/Mary Phillips-Rickey/Staff): Don started discussion. It is fairly consistent with last year. Revenue is projected to be flat for the most part. There is an addition of an Educator coordinator position. For this budget 100,000 operating profit anticipated. Review narrative that accompanied budget. Opened for questions.

- How many FT and PT employees – 32 FT, 4 PT
- Education coordinator – wanted this for several years since assuming the license; basically no increase in labor expense because we did not replace the staff person who left for Tri-Cities; this will allow us to strengthen community partnerships. Anticipating start date of January including

local and national candidates. Mary Phillips-Rickey added that it will contribute to achieving vision.

Capital budget: (Gary) – most are used in cost of doing business like software; 2 large items critical for operations

- Acquisition of Broad Stream – have streams funnel through 1 piece of equipment; can monitor from 1 place and operator could run it remotely if needed; we will save by not having service contracts of other equipment and will not need to replace and will lead to reducing labor without moving entirely offsite and eliminating entire operating staff at this time. Anticipate 100,000 in first year savings. Question about security – there are safeguards we are taking to ensure it.
- UPS equipment (uninterruptible power source) – will need replacing in a couple of years; replacement cost about 40,000 (whereas last year replacement cost was 300,000)
- **Development** (Dawn Bayman): Refer to Development Plan in Board packet: overall decline in on air pledging. Not anticipating personnel changes for next year.

Motion to approve FY 2016-17 by Don Anderson seconded by Kathleen MacKenzie. Motion passed unanimously. Will brief new Board members.

CPB Audit Review (Gary Stokes): still a few action items to complete for full compliance; expect to be completed by September 1.

Department Reports

General Manager (Gary Stokes): Please refer to report that was distributed. Programming - Announced at television critics association that PBS will be doing a series on the Great War (WWI) in 2017. Frontline doing a 4-hr mini-series on the “Divided States of America.” Poldark returning Sep 25. Federal funding expected to remain for now. Tower repairs delayed until October. Canadian exchange at .76. Kids 24/7 programming – free to stations but don’t pay for equipment; we would have to tape delay and reduce channel to 720, all of which will cost about 65,000 and we are still considering it but also don’t know about outcome of Spectrum auction.

Tower visit: - August 31 is in middle of pledge drive and might be possible. Pati will send out email re: feasibility.

Development (Dawn Bayman): (Refer to report distributed) Received 61,000 for June pledge drive; Canadian pledges down. Web pledges down. Dawn attended membership software conference. Fiscal year-end campaign on track. Canadian mail responses slow. Fit Kids on August 5. Partnering with Global Fest in Calgary.

Discussed progress report on Strategic Plan (which was distributed). US up 12%; Canadian down 5% and average gift in Canada down significantly. Major donors up; Sustainers up. Web and email giving up overall. Corporate support contracts up. Great work by staff!!!

Special gifts – community foundation fund (600,000) – distribution goes in WA Trust endowment. New software will help with major donor management. Looking at increasing personal underwriting of shows and planned giving.

Committee Updates

Nominating Board Members/Officers (Pati Dahmen/Kathleen Mackenzie):

Slate of officers President – Pati Dahmen, Vice-President – Ann Hurst, Secretary – Linda Finney, Treasurer – Don Anderson. Kathleen MacKenzie moved to approve the slate of officers and Adam Munson seconded. Passed unanimously. Effective date is September 1, 2016.

Motion to approve Board members by Jodi Harland, seconded by Don Anderson. Motion passed unanimously. Nominees – David Tanner, Jon Heideman, Klay Dyer, Timothy McGillicuddy, Shannon Scheiwiller, Monica Samper approved with effective date of September 1, 2016.

Education (Linda Finney): expect interns for Fall for NW profiles; providing input for education direction for KSPS.

Development (Kathleen Mackenzie): Focusing on 50th Anniversary.

Adjourned: There being no other official business, President Dahmen adjourned the meeting at 6:06 p.m. (PDT).

Next Meeting:

Executive Committee – August 25, 2016 @ 4pm
Friends of KSPS Meeting Annual Meeting – September 29, 2016 @ 4:30pm