

**KBUT Board of Directors Virtual - Special Meeting
March 24, 2020**

Present: Kirsten Atkins, Johnna Bernholtz, David Arciniegas, Andris Zobs, Kyle Ryan, Dave Colucci, Dan Baynes, Jack Lucido

Also Present: KT & Tyler Lucas

Meeting called to order at 5:30 pm by Andris

Meeting was called by the board of directors regarding the general welfare of the station during the COVID -19 crisis and workloads and general health of staff & volunteers.

Tyler said most staff are healthy, a few have come down with something, symptoms that may be exposure so people are self-quarantine and work from home. Keeping the station to 1 staff and 1 DJ at a time and daily cleaning is happening. Tyler still feels there are concerns about the cleanliness and is choosing to work from home.

Overall things are going great and the community has been overwhelming with the support and appreciation for the station staying on the air.

Tyler has concerns with underwriting and revenue from businesses and is not sure how the fall-out will look when all is said and done. Lots of money is left out there with but need to take a break with all that is happening – like everyone else. Things will be put on the back burner for now with underwriting but hope and feels that the support afterwards will come through.

Tyler will work with Jackson to try to put together where he thinks we are in the financials. March is a big month usually \$30,000 in revenues.

The rest of financials will happen next week at our regular meeting.

KT will now comment on general state of affairs – She feels moral is pretty good and the staff is all working together. She has a lot with rescheduling the Soul train event. However, everyone has gotten behind Chris to help him with the updating of the community and the live broadcasts. It's been a huge asset to the community. She is concerned with health in general for everyone and most work is happening from their homes. Everyone has been exposed. Worried about Jackson and if he needs more support from the board, staff has been doing everything they can. They are following all the guidelines from the county and CDC and feel they are most aware since they are hearing it firsthand.

KT wants us as a board to decide in this meeting if we are changing up Soul Train and the name so we know how to move forward. She would like to be able to advertise it Friday for the virtual soul train so that she can hopefully retain the tickets that have not been refunded at this point for a later date.

Moving on...Tyler and Dave suggest prerecorded shows and DJ recording from home. We are able to do it with the technology that is available and there will be new policies with how DJ's receive the updates they read off via emails vs. note cards.

Policies were discussed as far as if they are documented. Tyler feels like the policies have been very clear and no question there. They station has been locked so no one else can get in. If we are unable to use the station what is our capability to run the station? Tyler says everything in complete control at Jackson's house and Tyler also has that capability if Jackson couldn't do it. Chris Biddle is also able to and already doing this somewhat from his house. Tyler and Jackson have already been preparing playlists in case they need to take over for DJ's that fall ill.

Everyone seems to feel comfortable that we are limiting numbers, volunteers have options to show or not. And it's a relief to know that we have 3 options for remote operations. Dan was most concerned with the computer getting shut

down when getting wiped down and getting more air ventilation in there. He's concerned that it's not over and we need to keep our guard up and get more disinfecting wipes available. Need more pre-recorded programming to have on hand and help the community with normalcy in the shows as well.

Other board members that are NOT DJ's and involved weighing in...

Jack feels 2 people or less seems safe from what he has learned being on the front lines at Western. Who knows... it's pretty bad. 3hrs. living on surface, not really what we should be looking at and that is very conservative.

Tyson - can we get a deep disinfection of the station if we do close down.

Johnna – from another person who isn't in the station regularly, I will defer but from my knowledge I would err on the side of caution and have the station run remotely. We have only 2 people in and they can disinfect, but who have they come in contact with and what have they done before they came in.. Johnna leans to caution.

Kirsten – I would lean to what Johnna said, be conservative. Have specific policies in place for now and moving forward.

David – if there is uncertainty, reach out to the county and see what their recommendation is. Should we move to remote or are we ok staying with our precautions that we are taking.

Andris – as a board we direct Jackson to consult the county health department and get a written policy that takes into considerations and recommendations for moving forward & on the cleaning protocols and share with us next week at the board meeting and then implement it. Kirsten will talk with Jackson and take that on so he doesn't get more overwhelmed.

Develop a contingency plan for continuity for moving remotely and also doubling the number of people who can run the station remotely. Tyler says that doubling the capacity is unrealistic. Andris would like to expand says doubling may be unrealistic.

Tyler also said the policies are already in place and it wouldn't take Jackson much to put it into writing, it's already very clear to all staff what the policies are.

Kirsten proposed to take charge with a committee & reach out to Jackson on the policies to date and consolidate into a single document, working with Dave A and Jack to move forward with how we will handle certain situations of going remotely, if someone gets sick, and what the next steps moving forward will be.

Tyler said there are resources for best practices for this industry with to move forward.

On to Soul Train – virtual is happening. So as far as changing the date and the name for the future is up for discussion. Most people are unsure about making a big change when change is already uncertain. Important to have familiar things to look forward to and bring comfort to people. Move forward as is and discuss rebranding for next spring. Change of date and moving forward with same name is approved.

KBUT matters and more people are calling now than ever to show appreciation and telling DJ's how important we are to the valley.

Regular board meeting is next Monday, March 30th at 5:30 pm. This meeting is adjourned motion by Jack and seconded by Kyle. All in favor at 6:49 pm.