

KBUT Board of Directors Annual Meeting

August 21, 2019

KBUT Conference Room

Present: Kirsten Atkins, Johnna Bernholtz, David Arciniegas, Jack Lucido, Bud Bush, Kyle Ryan

Also Present: Jackson Petito, Interim ED, Christopher Biddle

Meeting called to order at 5:39 pm by Kirsten

Review of Minutes from May meeting: Jack move to approve & Kyle second, all approve.

Christopher Biddle gave a presentation on the news department. He wants help developing a strategic plan with Board or from the Board to know what we & the community want, and to help build foundation for bigger projects as well as, continuity for future if/when there is turn over. He would like to form a committee and put it out to community as well for input. Looking for a broader relationship with newspapers as a possibility. Set goals for what we want to achieve as far as information we are putting out there. Feature stories, website & ½ hr. news show – has been talked about. Make it an outreach for the community – utilize outside help/knowledge.

Board is very supportive of the idea and give go ahead to develop a preliminary vision and gather input from the community. Use resources for mentorship and guidance.

Discussion of authorize debit cards for various staff members versus having one shared card for the office. During certain times of the year multiple events are happening it can be difficult. A motion was made to approve by Johnna & seconded by David. David requested that policies and procedures be put in place for use of the cards and how expenditures are being tracked, including what remedies are in place for individuals going over. These policies & procedures will be approved by the Treasurer. Any purchase over \$500 will need to be signed off prior to purchase by the Executive Director. Unanimous decision to approve with amendments.

Check of agenda looking good – like it concise nothing add by board. New DJ - DJ Phil is great!! 90's grunge

Financials: Discussion regarding Membership and Underwriting explanation that the membership wasn't reflective of the revenue from the pledge drive. After that it's looking much better. Verizon still really high so working on that bill and trying to lower it. Motion to approve financials by Jack and seconded by Kyle. All in favor.

Motion to move into executive session at 6:23 pm by Johnna seconded by Kyle. All in favor.

Personnel Committee is Andris, Kirsten & Johnna. Andris is not present so Kirsten & Johnna are providing elaboration on the candidates and those chosen to interview.

Motion to move out of executive session by Jack and seconded by David, all in favor.

Motion by Jack to give the personnel committee permission to write a formal recommendation of our top candidate with a salary suggestion. After the board gets a breakdown of the current staff salaries and discusses what would be appropriate. Seconded by Johnna and motion to approve.

Before adjournment next meeting tentative date set for Tuesday, October 1 @ 5:30 pm.

Motion to adjourn at 7:22 pm by Kyle and seconded by David. All in favor.