



Jackson Petito &lt;jackson@kbut.org&gt;

## KBUT BOD meeting minutes 11/15/23

2 messages

**Dan Bostick** <danielthomasbostick@gmail.com>  
 To: Jackson Petito <jackson@kbut.org>  
 Cc: Board KBUT <board@kbut.org>

Fri, Nov 17, 2023 at 3:07 PM

### KBUT BOARD MEETING MINUTES 11/15/23

#### Pre-meeting: News Dept. update from Kate Gienapp

#### Attending:

**Jackson Petito**  
**Dave Colucci - President**  
**Dan B - Secretary**  
**Laura Silva**  
**Mike Loperfido**  
**Chris Coady**  
**Via Zoom: Autumn Clark**

#### Also Attending: Angie

#### Called to order: 6:32pm at KBUT

#### Minutes:

**Dave:** I move to approve the minutes from last meeting

**Mike:** Second

Approved by all

#### Financials:

**Dave:** New Budget, really clean and easy to understand.

Underwriting/Development higher than expected.

We can now review month by month numbers

October skewed the numbers because we had 3 pay periods because a previous payroll check run was missed

See Line 8200

See Line 8210

Accountant Molly Haber adjusted it so it now correct.

Events, we cut the full time position but created a part time facilitator position at \$20k. KT came back to Jackson and expressed concern that her salary would be cut in half right away when there are still events ongoing that require more hours. KT is currently still being paid at her previous salary amount but supplemented until end of June. At that point Events facilitator will not be paid any money for the last half of the year.

Main message budget is healthy and we are bringing in more money than budgeted for 2024.

**Dave:** move to approve financials

**Chris:** seconded.

**Dave:** any questions?

**Laura:** Aging accounts for receivables over 90 days, there are too many past due accounts

**Dave:** we need to have Tyler speak on this issue

**Chris:** I know it's sensitive

**Laura:** let's get it on a payment plan

**Dave:** Tyler will bring us a report for the next board meeting.

I Motion to approve budget.

**Laura:** second

All in favor

#### Events:

**Jackson:** KT would have to leave if \$20k was the full salary. We worked out a way to keep her at current pay for half the year and then ramp up another Events coordinator to take over. She will provide training.

**Dave:** We need a happy employee to train the next person. I think this plan works well for both parties. That position was created for KT and will only really work for KT. She has a knowledge base that needs to be passed along. She will be let go at the end of June. If she wants to keep doing events after June then she can make a case to continue.

**Laura:** \$20k salary with benefits for 3 main events is a great position.

**Dave:** \$2-\$3k per event for a coordinator is really more in line with what it really should cost.

**Laura:** there are things that happen months in advance that require many hours of work but all together \$20k is still a great wage. Someone like Courtney could handle a lot of the office work required, Right now that's still KT's job.

**Dave:** We reduced our events cost significantly. The board was really butting heads about Events. We can now create events and lay out the budget. Development committee will seed the ideas and then Finance will look at it, and then it goes back to the Board. If it's new money it has to go back to the Board. We kept Kampout as a \$7000 amount but it could be changed to "Summer Event" that could be just decided on by the Events Committee because it's in the budget. The \$20k we cut from the budget will go to the Events "contractor" budget. We're in a great position and can move forward.

**Chris:** We can still do community outreach without having Kampout as a KBUT event.

**Laura:** Are we doing Mardi Gras event?

**Dave:** if I remember I think we're going with it. I don't think we did enough to hadn't it off to Events but it should cost little enough to not have to be approved by the Board.

**Laura:** So next Development committee meeting we'll discuss this further

**Dave:** parade with brass band, pulling out the Dragon

**Laura:** we could sell spots to be in the Dragon

**Dave:** We've talked to Alec and Perry at the Mallardi, the parade will end at the Theater and have a show there. One thing this budget has is aggressive ticket sales and prices. Our prices have been too low. Budget is really asking to double our ticket prices.

**Laura:** We're increasing Disco Inferno attendance by 600 people.

### **BOD Elections/Terms**

**Jackson:** Autumn, Wick, and Squirl's seats are up for election. There's no terms limits in the bylaws.

We have to note that some seats in the previous election were for appointed members that were filling vacant seats.

**Dave:** FCC regulates that no more than 50% of the Directors can change in any year. Last year we had 6 members elected but since 2 of those were already appointed to fill vacant seats.

**Jackson:** When you run in Election if you are appointed you are still required to fill the term of the seat you are filling.

**Dave:** I suggest we make an additional line in the Bylaw that says it's not allowed to elect a majority of seats of the board. We can't have 5 seats change in any year.

**Jackson:** The board should set the terms to keep a consistent 3 seats open in any election year.

**Dave:** Can you write that up?

**Jackson:** It has to be unanimously approved by the board and approved by voters.

**Dave:** Mike do you have a problem running again in 1 year?

**Dan:** So Mike runs again in 1 year. TJ and Dan in 2 years.

**Jackson:** ED report notes the staggered terms and dates

### **Updates on FCC Inspection, Transmitter relocations, and Audit process**

**Jackson:** Audit is 4 months ahead of schedule. Board should be super happy with it compared to every other year.

**Dave:** FCC conversation that Tyler had was we need to have legally public information available through the website. We had our annual DJ meeting and it became aware that our website was not being updated. That led to the Grove website migration. Unbeknownst to the Board it's a \$50k expense

**Laura:** if you meet the deadlines we get \$20k back

**Dave:** We need to combine our website with NPR's. Our website's not updated. We need to put the Board minutes available to the public. We're not in compliance.

**Laura:** Whether or not we do the migration we need to update the site immediately to be in compliance.

**Dave:** When asked who is in charge of the website we get a mystical answer. We need to put someone in charge. My recommendation is we pick someone to do this.

**Laura:** We need more updates, DJ profiles are out of date

**Dave:** The Grove migration is expensive. We reduced staff for budgetary reasons. This migration cost is maybe more than an employee. It's not in the budget. I'm against just handing this amount of money to NPR.

**Laura:** What is the benefit?

**Jackson:** Without Kelley here I can't speak to the details. The Grove feeds NPR headlines to the top of the website. There's no commitment yet.

**Laura:** What is driving this?

**Dave:** NPR is political. I don't think it's necessarily the look we want. And it's very expensive.

**Chris:** When we had our strategic meeting earlier this year was this mentioned.

**Laura:** No, but at the DJ meeting everyone expressed that the website needs to be updated

**Dave:** The deadline is not in our financial budget. I wouldn't want to vote on this until Kelley can give us more information.

**Chris:** Our strategic plan really puts an emphasis on our community uniqueness

**Laura:** A capital campaign could be created if we need to pay for this

**Jackson:** I would rather spend that capital on the CB South transmitter move.

**Dave:** Can you get a better price from NPR?

**Jackson:** I can ask, I would rather hire locally to migrate content to another format.

**Dave:** We're asking for Kelley to create a presentation on this.

### **Tech Committee Report;**

**Dan:** Mitchell and Co was \$148, now \$133 / month and ad hoc when needed. This seems more like what we originally were willing to pay. No changes needed.

**Jackson:** actually talked with them last week and asked for a contract closer to \$6k

**Dan:** That's what we were asking for originally so good. Sunlight ridge transmitter site move should happen next week.

School Board Mallardi live broadcast had drop outs from the Comrex devices.

Need to experiment to see what the cause was.

Could have been wi-fi based at either end.

**Jackson:** We're getting the bandwidth we pay for here, I think it was a problem from the Mallardi end.

**Chris:** Jackson, can you please give us a job description list for all staff members?

**Dave:** move to go in to Executive Session

All in favor

**Move to Executive session: 7:53pm**

**Back in regular Session: 8:24pm**

**Dave:** I motion to require all staff members to work in person at KBUT studios a minimum of 20 hours of their contracted weekly hours.

**Laura:** Seconded

**Dave:** any discussion?

All in favor

**Dave:** I motion to require staff to log all required in-studio hours with a board approved accountability method.

**Dan:** Tech Committee can research and present options at the next board meeting

**Laura:** Seconded

**Dave:** any discussion?

All in favor

**Dave:** I make a motion to require a minimum of 1 staff member in the KBUT studio Monday through Friday between 10:00am-4:00pm

**Laura:** Second

All in favor

**Dave:** Motion to adjourn

**Dan:** Second

All in favor

**Adjourned 8:37pm**

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**Dan Bostick** <danielthomasbostick@gmail.com>

Sat, Nov 18, 2023 at 7:59 AM

To: Jackson Petito <jackson@kbut.org>

Cc: Board KBUT <board@kbut.org>

There was a mistake I said in the minutes about members serving terms. I stated Mikey will run for re-election next year and TJ and I in 2 years. In actuality All three of us will run again in 2025 if desired.

Dan, TJ, and Mikey Lep's terms end January 2025

1. a.

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Dan, TJ, and Mikey Lep's terms end January 2025

1. Dan and TJ were elected to fill out the vacated terms of Tyson Rogers

and Rob Zilloux, ending Jan 2025

2. Mikey received the fewest votes among the winners of the January

2023 so, following Art. II, §10 of the Bylaws, he will serve a 2 year term, ending Jan. 2025, allowing for a 3/3/3 stagger of when Terms expire to avoid repeating a large turnover

a. This is a best practice by, most importantly, an FCC requirement

b. Staggering the terms equally best preserves institutional

continuity

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