

**Nevada City Community Broadcast Group (KVMR)
Board of Directors Meeting
KVMR Community Room
120 Bridge Street
Monday, March 25, 2019 - 6:30 p.m.
Approved Minutes by Therese Tesene, Board Scribe**

CALL TO ORDER

The Regular Meeting of March 25, 2019 of the Board of Directors of the Nevada City Community Broadcast Group (KVMR) was called to order at 6:35 p.m. in the KVMR Community Room, 120 Bridge Street, Nevada City, CA 95959, by Vice President McIntire.

ROLL CALL

The Vice President called the roll:

PRESENT: Directors Cameron Brady [Arrived at 6:35 p.m.], Harriet Diamond, John Hensley, Barbara Jicha (Treasurer), Elisa Parker, Phil Ritti, Richard Sharkey, Lew Sitzer, Adela Wilcox (Secretary), and Diane McIntire (Vice President).

ABSENT: Director David Franco (President).

STAFF PRESENT: Jeff Pope, Interim General Manager.

GUESTS: Larry Hillberg, past Board member as well as perspective new Board member.

REVIEW AND APPROVAL OF AGENDA

Motion by Director Jicha, seconded by Director Sitzer, and carried unanimously, 9-0-2-0, with Directors Brady and Franco absent, approving the agenda as submitted.

APPROVAL OF MINUTES

Motion by Director Sitzer, seconded by Director Hensley, and carried unanimously, 9-0-2-0, with Directors Brady and Franco absent, approving the Minutes of the KVMR Board of Directors Regular Meeting of February 25, 2019 as amended.

ACCEPT COMMITTEE REPORTS

Motion by Director Wilcox, seconded by Director Diamond, and carried unanimously 9-0-2-0, with Directors Brady and Franco absent, accepting the committee reports as submitted.

PRESIDENT'S REPORT

Director Brady arrived at 6:35 p.m.

Vice President McIntire acknowledged KVMR's state of transition/evolution from moving into the new building to creating two new stations namely KVMRx and The Bridge. She thanked the Board for its engagement as well as Interim General Manager Pope for his expertise, and stated that we are all working forward to the new general manager coming on board in June.

GENERAL MANAGER'S REPORT

Interim General Manager (IGM) Pope answered questions about his report. Discussion ensued regarding changes to the economy of Nevada County due to the new cannabis ordinance. IGM Pope stated that there may be a better way to sell our product and manage our inventory. IGM Pope commended staff for their passion and informed the Board regarding upcoming training opportunities for various staff members.

BOARD COMMITTEE REPORTS

BOARD DEVELOPMENT COMMITTEE (BDC). Director Sitzler informed the Board that the next step in developing the list of 40+ potential board member candidates is for each Board member to contact each person on their list to invite them to the May 16 mixer. RSVP back to Director Sitzler with names of people attending the mixer. A presentation will be made by the BDC at the mixer. Vice President McIntire reminded all committee chairs to review their committee's bylaws at a committee meeting and to then send revisions to the BDC with a short description. The BDC sent out the Board committee meeting calendar for the year.

EXECUTIVE COMMITTEE (EC). Director McIntire stated that the EC is meeting monthly after the Financial Review Committee meetings.

FINANCIAL REVIEW COMMITTEE (FRC). Director Jicha reported that according to our All-Cal Insurance Company representative, KVMR's insurance coverage is adequate to mitigate the risks that we face with the exception of adding a \$1M umbrella policy. After discussion, motion by Director Jicha, seconded by Director McIntire, and carried unanimously, 10-0-1-0, with Director Franco absent, authorizing the addition of a \$1M umbrella policy to KVMR's current insurance coverage in the additional amount of \$600-\$800 per year.

Discussion ensued regarding underwriting and membership revenues. As part of the initiative that the Board approved in January, an audit of the underwriting structures and capacities and sales training has commenced.

KVMR has agreed to settle the EDD audit for about \$6,000, however, are waiting to hear back from EDD.

In order to track the spending of the \$47,600 that the Board approved at the January meeting, this amount will be added to our reserves and the spending will be taken out of the reserves. This is being done for tracking purposes since it is not recurring.

Three candidates are being interviewed this week for the Business Manager position.

STATION DEVELOPMENT COMMITTEE (SDC). Director Ritti stated that the SDC is waiting for IGM Pope to bring back from staff a recommendation for operationalizing the strategic plan. The goal is to obtain board approval by May 1.

CAB (Community Advisory Board) members will attend the next SDC meeting to brainstorm ideas for improvement. Director McIntire stated that she sees a revival in CAB members and is looking forward to future involvement.

Regarding digital strategy of the station, the SDC will invite Membership Coordinator Adriana to the next SDC meeting to explain the current program as well as any issues and recommendations she may have. The SDC will collaborate with the Fund Development Committee on the issues. It was noted that digital strategy needs to be added to the strategic plan.

FUND DEVELOPMENT COMMITTEE (FDC). Director McIntire stated that the FDC is working on the Tin Art – Art in the Garden and Woodstock Festival projects. The Tin Art project is on April 7 and the Woodstock Festival is on July 20 in Pioneer Park. Help is needed for both events.

ADJOURNMENT

Motion by Director Jicha, seconded by Director Wilcox, and carried unanimously, 10-0-1-0, with Director Franco absent, to adjourn the meeting.

Meeting adjourned at 8:30 p.m.

Next Board Meeting: April 22, 2019, 6:30 p.m.
KVMR Community Room
120 Bridge Street
Nevada City, CA