



**Minutes for the Friends of KSPS Annual Meeting  
September 25, 2014 – 4:30 p.m.**

**Attending** – Pati Dahmen (President), Jeff Adams (Vice-President), Bob Morrison (Secretary - videoconference), Clint Marvel (Treasurer), Don Anderson, Mark Anderson, Mary Joan Hahn, Ann Hurst, Gary Livingston, Kathleen MacKenzie, Steve Walther

**Absent** – Kelly Konkright, Mary Phillips-Rickey

**Guests** – Leo Stevens, Marvo Reguindin

**Staff** – Gary Stokes (General Manager), Dawn Bayman (Development Director), Darcell Yeager (Accountant)

President Dahmen called the meeting to order at 4:38 p.m.

**Vote to Seat New Members/Introduction**

Don Anderson and Ann Hurst were elected and Jeff Adams and Clint Marvel were re-elected as members of the Board, unanimously.

Don Anderson and Ann Hurst briefly described their interest in being members of the Board

**Recognition of Outgoing Members**

President Dahmen recognized Leo Stevens and Marvo Reguindin for their outstanding commitment and contributions to the Friends of KSPS and the station. Each was presented with a plaque in appreciation for their service.

**Approval of the July 31<sup>st</sup> Minutes**

Mary Joan Hahn moved to approve the July 31, 2014 minutes, seconded by Kathleen MacKenzie, unanimously approved.

**New Business**

*August/Year End Financials*

Treasurer Marvel reviewed the year-end financial report. It has been a very successful year with revenue coming within 0.6% of the forecast and expenses 17% below the budget. General Manager Stokes gave credit to station managers and staff for keeping expenses down.

Gary Livingston moved to approve the year-end financial report, seconded by Mark Anderson, unanimously approved.

#### *Investment Policy Update*

Vice-President Adams has reviewed the Board-Designated Operating Reserve Fund Balance (*Investment Policy*, Article II, s. 2) with General Manager Stokes and Accountant Yeager. Based on their discussions, he recommends that it would be more appropriate to change the Operating Reserve Fund objective from three months of budgeted operating expenses to two months.

Treasurer Marvel moved that the Operating Reserve Fund objective be reduced from three months to two months, seconded by Gary Livingston, unanimously approved.

#### *CRTC Update*

Secretary Morrison provided an update on the Canadian Radio-television and Telecommunications Commission (CRTC) "Let's Talk TV" review of the future of television in Canada. The public consultation has now concluded. The CRTC will, among other things, be deciding on whether cable and satellite providers should be required to provide consumers with "pick-and-pay" and "build-your-own-packages." This may change how KSPS and other PBS stations are made available to Canadians.

#### *Community Advisory Board Report*

The Community Advisory Board (CAB) has had its first meeting. General Manager distributed a list of CAB members. Leo Stevens and Marvo Reguindin are both members. Mr. Stokes noted that the objective is to build a Board that is representative of all parts of the community. CAB will be a springboard for ideas including on strategic initiatives and partnerships. It will not be a fund-raising body.

### **Department Reports**

#### *Development Report*

Development Director Dawn Bayman reviewed the results from the September pledge drive, noting that pledge drives continue to not meet expectations. Overall membership retention is up and Sustainers continue to increase. The year-end drive brought in approximately \$800,000, \$85,000 more than last year. She reviewed recent and upcoming KSPS events. General Manager Stokes noted that, in response from a request from President Dahmen, a calendar of events has been prepared and will be regularly updated.

#### *General Manager's Report*

General Manager Stokes reviewed the strategy for paying the Fall contribution to PBS, some of which has been prepaid to reduce costs and increase flexibility. The budget has been revised and will be forwarded to Board members.

He noted that Ken Burns' *Roosevelts* series is expected to be his most popular series and updated the Board on upcoming PBS programs and the KSPS productions: the new "Sit & Be Fit" series, election specials, and new *Northwest Profiles*.

Other highlights: The new transmitter in Montana is running. PEG (Public, Education, Government) funds provided annually by Comcast have been earmarked to support the city channels 15, 16, 17, 18. The license renewal submission is almost complete, a fully executed contract with Washington State University is in place, and Mr. Stokes is working with other PBS General Managers in Washington to obtain funding from the state government.

### **Committee Updates**

President Dahmen requested that all committees provide a report at the November Board meeting and that all reports (e.g., General Manager, Development Director, committees) be sent out with the agenda for each Board meeting.

### **In Camera**

The meeting then adjourned into an in camera session for a review of the personnel policy.

President Dahmen reconvened the meeting following the in camera session. There being no other official business, President Dahmen adjourned the meeting at 6:09 p.m.