



**Minutes of the Friends of KSPS Board Meeting  
May 26, 2016**

**Attending:** Pati Dahmen, Ann Hurst, Don Anderson, Nancy Ledeboer, Bob Morrison, Jodi Harland, Adam Munson, Mary Phillips-Rickey, Mary Joan Hahn  
**Absent:** Mark Anderson, Kathleen MacKenzie, Kelly Konkright, Linda Finney, Clint Mavel, Marvin Regundin,  
**Staff:** Gary Stokes (General Manager), Dawn Bayman (Director of Development), Sandy Kernerman, Darcell Yeager

**Call to Order:** Pati Dahmen at 4:36

**Minutes of the March 31, 2016 Board Meeting:** Nancy Ledeboer moved and Bob Morrison seconded approval of minutes with the correction of spelling of Telus. Motion passed unanimously.

**New Business** (Pati Dahmen)

**Review of March/April Financials** (Don Anderson/Gary Stokes): Net income is good; Development revenue is a little off budget including major gifts, corporate support but overall revenue exceeded projections. YTD \$240,000 ahead of budget. Canadian exchange within projection. May be able to do the bracketing and painting of tower before fiscal year end as it looks like we will be ahead of budget for the year. Acknowledged excellent work of staff managing the budget. Motion to approve March/April financial statements by Adam Munson, seconded by Don Anderson. Motion passed unanimously.

**CPB Audit Review** (Gary Stokes): 2013 signed on and agreed to comply with series of rules. Obtained external review to check compliance. Report completed and recommendations made which Gary will post on Drop Box. Recommendations will be posted by category - Open meetings, open financials, EEO, donor lists, grant fund, record keeping, transparency, diversity and annual financial report. All Board and committee meetings are open to public with a 7-day advance notice of meetings and minutes posted online. Target for implementation of all recommendations is end of June although the financial recommendations are more extensive. Question posed as to whether there are any concerns about the recommendations such as open meetings. Gary responded that he did not have concerns. Other questions: committee meeting concerns, in camera sessions. We can do those in camera sessions but we need to put that in the notice and document why such as financial, personnel or legal matters. Guidelines will be provided to Committee chairs.

Bob thanked staff for support for donations for relief efforts for Fort McMurray people who were very grateful.

**Diversity Statement:** One of the CPB Audit recommendations was existence of diversity statement and policy. Draft was circulated to Board. Suggested that number of Board members not be spelled out. Replace with, “governed by a volunteer board. Goal 3 clarified: Red & Associates does a diversity seminar annually; Annual report with employee statistics exists. Recommend we share that report with Board and review for compliance. Question about training “appropriate” staff – who is intended under this? Suggested deleting, “appropriate.” Motion by Ann Hurst to approve diversity statement with the recommended amendments, Jodi Harland seconded. Motion passed unanimously. Further discussion that this also applies to Board members with some inclusion in the report of what we did.

## **Department Reports**

**Development** (Dawn Bayman):

- 2016 volunteer of the year is Pati Dahmen and Board congratulated her
- About 6% ahead of last year despite budget deficit
- Corporate support lower than projections but new projects are on the horizon such as Omoide by Hifumi-en which includes stories of elders which will be broadcast and put on web library; 2-year contract with Numerica for literacy campaign. CarStar of Calgary to support a year of Northwest Profiles.
- Mini pledge drive last week beat projections with strong Canadian support
- May revenue – will meet goal
- Data base upgrade to Cloud and working well – will make us PCI compliant for credit cards
- KSPS Passport being promoted – 1794 U.S. members signed up
- Friends like us at 31,000 of the 50,000 goal
- 140,000 goal for pledge drive next week

**Investment Policy:** (Sandy Kernerman) Opportunity provided for any questions about the investment policy which was approved last month. None expressed.

**General Manager** (Gary Stokes): Please refer to report was distributed.

- PBS annual meeting: great programs to come e.g. Victoria, approved for 5 seasons; Poldark coming back in Fall and will be simulcast here and UK; new Sherlock, new Mercy Street, Dark Angel, new Northwest Profiles tonight.
- Production: shooting 50<sup>th</sup> anniversary comments/wishes; streaming all District 81 HS graduations over 4 days; Mary Joan suggested we do something for staff after all this effort. Health Matters last week was one of most popular.
- Canadian dollar is .76 down from .80
- Emmy ceremony June 4- KSPS Documentary Born to Learn Nominated
- Engineering: back up in Sandpoint; there are lots of things that need attending if budget allows.
- PBS Kids 24/7 will be broadcast and streamed on EST in January 2017– it will be free but we will have to downgrade HD channel and move other channels to SD or purchase a different piece of equipment. Don’t have assurance about viewership and Spectrum is going on and we don’t know what equipment will be needed for that. Some programs will not be available in Canada. Question about this in relation to Sesame Street changes – Gary reported that people still getting Sesame Street from PBS.
- New benefits plan – goes into effect Jun 1 without an increase cost.

## **Committee Updates**

### **Development (Sandy Kernerman) :**

- brainstormed for names for 50<sup>th</sup> Anniversary – Spokane Symphony agreed to play Happy Birthday on air;
- Endowment report – 269489 balance in WTB; INCF 626,993; Gracy Davis will close out 296,994 which will bring endowment funds to 566,433. Community fund distribution will be about 22,000 as well as WTB fund. Getting to 1,000,000 in our own Foundation is looking achievable.
- Named as 2<sup>nd</sup> personal successor to an estate
- Going to zoo in Calgary for doughnuts and coffee to talk to donors
- Board encouraged to be advocates and wear name tag and take business cards.

**Education (Nancy Ledeboer):** Born to Learn translation to Spanish is about ½ complete; Northwest Profiles looking for interns or volunteers to catalogue episodes; Media fest was successful; Fit Kids needs volunteers; discussed possibility of hiring an Education Coordinator in operational budget.

### **Nominating (Jodi Harland/Mary Joan Hahn):**

- Shannon Scheiwiller - VP of Marketing for Ecova;
- Dave Tanner – CEO of North by Northwest; technical expertise in broadcasting
- Jon Heideman – CPA; has served as another Board Treasurer;
- Dr. Vincent C. Alfonso – Dean of Education at GU; psychologist; interest in early childhood ed; GU has several programs in Canada now

Mary Phillips-Rickey posted information on Board of Directors on Job Boards in Canada; names will be directed to Gary. Sent some information to 2 individuals but have not heard back. Gary will try to meet with them when in Canada.

CVs will be sent to Board before September meeting.

**Finance Committee (Don Anderson)-** Don brought forth Finance Committee recommendation to have Money Market acct with 300,000 and 300,000 in wealth management account into 2 checking accounts to eliminate the fees of 300 / month. This is only an account type change and not creating new banking relationship. Nancy Ledeboer moved to approve recommendation and Adam seconded.

Discussion Mary Joan raised concern re: advance notification and expressed that something should be sent in writing before we approve. Issue was raised by Bob as to whether this is an administrative matter versus one that Board has to approve. It was decided that more information will be sent out by email and open for email discussion about whether it requires Board approval.

**Pati Dahmen:** Gary was invited to become a member of the PBS Board

**CRTC (Bob Morrison) –** packages have come out but there have been hundreds of complaints about extra charges. Hearings will be held regarding these packages and extra charges. Hearing will be June 7. Consumer groups can intervene and there is a comment period until June 23. Bob will put something out to members.

Cynthia Halterman memorial gathering will be held on Saturday at 3:00 at Field House in Liberty Lake.

**Adjourned:** There being no other official business, President Dahmen adjourned the meeting at 6:22 p.m. (PDT).

**Next Meeting:**

**Executive Committee – June 23, 2016 @ 4pm**  
**Friends of KSPS Meeting – July 28, 2016 @ 4:30pm**