

**Minutes**  
**Friends of KSPS Board Meeting**  
**29 November 2018, 4:30 PM**

**Present:** Nancy Ledebouer, Don Anderson, Jeffrey Adams, Robert Brooke, Linda Finney, Jodi Harland, Jon Heideman (via remote), Adam Munson, Shannon Scheiwiller (via remote), David Tanner, Gary Stokes, Dawn Bayman, Darcell Yeager, Sandra Kernerman

**Absent:** Monica Samper, Mark Anderson, Marti D'Agostino, Klay Dyer, Brenda Kehoe

**Call to Order: President Nancy Ledebouer at 4:30**

**I. No Public Comment**

**II. Accepted Consent Agenda**

**III. CliftonLarsonAllen audit report by Jaclyne Hawley**

- a) Auditors issued an unmodified or clean opinion. Organization in good position to pay obligations. Most funds are not restricted.
- b) Revenues and expenses over the year are appropriate. Cash provided by revenue is positive.
- c) No changes in policies; last year's recommendations have been mostly implemented.
- d) Depreciation is high because of all the equipment. Sandy Kernerman noted that when she sends out the audit, she includes a cover sheet that explains potential questions a donor might have
- e) Don Anderson moved to accept the audit, Jeff Adams seconded. MSP.

**IV. Treasurer report, Don Anderson:**

- a) Still having revenue challenge—Canadian revenue decline. Reducing expenses to mitigate. November should look better
- b) 2019 Budget modifications to accommodate lower revenue. Anticipate we will be 95 K to the good. Contingency factor, also reduced benefits to staff. No longer fully finding medical and dental (from \$800 to \$600 per employee). There are three available plans. Announced changes to staff, not particularly well received, but they understood. Some have migrated to a family member's plan. Dave Tanner noted that N X NW's insurance broker found a technology group for them to join, saved lots of money.
- c) Jodi Harland moved to accept the modified budget, Dave Tanner, seconded. MSP

- V. Altruist update: Gary Stokes.** Presented to board and later to staff. Staff quite engaged. Interested in how board would be involved, internal conversations about how to fund—individual donors, grants. Potential EHF and for using some money from savings. Board assistance in making connections. Price point too high? Gary would like direction—is this the right time and right organization? Value in tandem with financial risk. Are travel expenses included in cost? Local firms that might need

- some air time in exchange for underwriting the cost. What is Altruist's knowledge of the Spokane market? Sandy and Dawn have been actively grooming a large list of high capacity donors. Suggestion for conversation with some of the organizations that have worked with Altruist to see how the process went. As board members, we need to act because of the financial trend at KSPS over the last few years. We have an obligation to vet Altruist carefully. Gary requests a group of board members to help with the vetting project over the next few weeks, Gary to look at funding and timing for payment and for the project, report at January meeting. Ad hoc committee: Jeff, Gary, Adam, Nancy.
- VI. **General Manager Report, Gary Stokes:** T mobile repack project should be completed in next few days, submit paperwork, get reimbursed. Pledging tonight, Rick Steves will be here.
- VII. **Development Report, Dawn Bayman:** Canada post on strike, just a trickle of dollars coming in. Phone calls and emails doing well. Giving Tuesday twice as much as last year. Pushing sustainers, drawings as incentives. Career Explore NW going strong. Need board help with opening doors. Dawn distributed a list. Sandy to adjust gift acceptance policy, maybe at January meeting.
- VIII. **Governance Committee, Nancy Ledebor:** committee will be meeting after first of year. Will be looking at board member self-evaluations, want to revise the evaluation tool for ED, board structure for next year.
- IX. **Life Long Learning Committee, Linda Finney:** committee will be supporting Bukola's work while she is on leave. Gary is meeting with her and her interns before she goes on leave and will check in with them periodically.
- X. **Development Committee, Shannon Scheiwiler, new chair:** Name change to Sustainable Future Committee. Marti and Becka are new committee members. Looking at some events—need to start setting dates.
- XI. **CPB:** next public meeting on 13 Dec, 5 30 at downtown Spokane Public Library
- XII. **Nancy adjourned the meeting at 5:40 pm.**

**Next meetings:**

31 January  
28 March  
30 May  
25 July