

Kekahu Foundation
Board of Directors Meeting
Sept 30, 2020
Via Zoom

Attending:

Steve Thatcher, president, chair
Hari Khalsa, VP
Jeff Frisk, treasurer
Larry Lasota, secretary
Marshall Paul
Marj Dente
Teresa Gardner
Aimee Kreutzman

Guests:

Laura Christine, station manager
Anni Caporuscio, scribe
Jimmy Trujillo, CAB

1. Call to Order: Steve

Call to order 6:08pm by Steve Thatcher.

2. Review and approve Agenda: Board

Marj has several things to add for Old/New Business and they will be discussed at that time.

Treasurer's Report will be heard under the committee reports.

3. Approve Minutes of July 22, 2020. (lots of compliments for Anni.)

**Motion to approve minutes as received by Larry. Seconded by Jeff. Motion passed with no discussion.

4. Public Input CANCELED for Covid.

5. President's Comments: Steve

- a.) Force Majeure meeting, once again.
- b.) Question: if we are still in the same general state, covid-wise, would we consider having an in-person meeting? Most people say zoom is a better format, especially since we don't know what January holds.

6.) Finance Committee/Treasurer's Report: Jeff

Going over the FY 2021 Budget, see below.

7.) General Manager's Report: Laura Christine

Please refer to General Manager's Report.
She starts off by thanking everyone for being an awesome volunteer.
Lokahi Campaign: \$10,550 raised.
Received a CARES ACT Boost grant for headphones and windsocks for programmers.
Calendar: 2021 Alemanaka. Birthdays, Hawaiian holidays. They'll be ordered on demand.

Larry: is it pickup or mail-out? Mail-out.

New CPB CSG grant, which goes specifically to fund projects that can be distributed to other stations around the nation. It's a new project by Kumu Hula Kehaulani Kekua.

In the absence of a fund drive, the plan is to do a hard pitch drive on certain shows targeting heavy donors with heavy pitching. Grateful Phreddy, Jungle Jukebox, Hawaiian music programmers, etc. Second or third week of November. One whole week of hard pitching in certain key sections.

New archive system is up and running.

Kauai County Forum is on the Archives 9/23/20.

Peter Cameron, the Commodore, passed away on 9/15 and Slim is returning to the air in his time slot.

New volunteer starting Mondays at 10pm-12 in mid October. Keith Fujikawa.

Suspended Zach for ongoing infractions.

Painting is finished. Thank you to Aimee and Bill.

AC is fixed. Gave labor as an in-kind donation. AMS Refrigeration worked for 5 days to make this happen for us.

New fiberoptic box installed.

New antenna pole installed at Crater Hill.

All operations operating well, just slightly under power on Mt Kahili.

Steve: says, good job on doing all the good jobs.

8.) CAB Report: Jimmy

Had a meeting on the radio on 8/31/20. LC joined and talked about things going on at the station. Talked about new archive. Talked about upcoming events like the Candidate Forum. Talked about getting feedback from listeners on what they'd like to hear on the station. A full two hours.

Marj comments on the race program Jimmy did and asks if there are more ideas on his plate. Jimmy is planning some shows on the transition of presidential power in November.

9.) Committee Updates

A.) Finance Committee/Treasurer's Report: Jeff, presenting a copy of the budget for 2021 Fiscal year.

He has the budget to look at but did not have a meeting this past quarter.

Highlights:

a. The CPB Stabilization Grant, which is meant to last us for the future, he extended for the entire year, to keep us floating for the entire year.

b. Actuals only 11 months in the budget presented in the future. Last year's budgeted amount is not shown because Covid has made the year strange. Last year's total budget is estimated to be \$369k.

c. Membership dues are not what we anticipated.

d. Hoping to have an event in Q3 to bring in potentially 10k.

e. instead of normal fund drives, we plan mini drives, since money is slim and unpredictable among the membership. We tried to be realistic.

f. Underwriting could go up as businesses open.

g. LC got an email from "Protect my Public Media" in which the Administration funded public radio stations. We could stand to get another \$112k in an other Stabilization Grant.

h. Staff salaries will go up in 2021 as LC hopes to hire a sales person.

i. Interest income: \$587.92 since the money was put into Gather Credit Union.

j. The income numbers in each quarter looks lumpy because grant money arrives at different times of the year. Usually we have fund drives instead of so many grants.

Questions: (sorry that there aren't people attached to the questions)

Is there any way to get cheaper electric from KIUC? No, there have been issues in the past between a few station programmers and KIUC. Seems harsh with disclaimers and all. Perhaps we can re-explore this. Marj says she has an excellent relationship with Beth Tokioka and many Board members. She is now a part of their zoom meetings. Marj will see what she can do.

Why is telephone and internet half the budget? Last year we switched to a secure server and there were other costs last year that will not be recurring.

Services/Trade = Underwriting Trade. In-Kind Underwriting.

What do we get for our NFCB dues? It provides us with: a mailing address to which we send our Talk Story cds. Access to their site that has a lot of useful resources for community radio stations. ASCAP and BMI music license discounts. A mail list serve to ask questions and share information about community stations.

National program expense: It is the publication and distribution of the Talk Story cds.

What about the rent? Larry says he tried to get a reduced rent for the Covid period and it didn't work. He will try a new inside contact. Will also retry when they re-open the hotel. Aimee asks about Anaina Hou and moving there. Hari would like to see what Anaina Hou has to offer.

Jeff says that if everyone is comfortable with how he is presenting the grant money, this is what is keeping us afloat and balances the budget. This is not sustainable beyond next fiscal year without more income.

Jeff says that instead of going for big stretch goals, he talked with Laura to make a conservative approach so that we can attain those numbers, based on the success with last years mini fund drives.

****Motion to approve the budget for FY 2021 as posted by Larry. Seconded by Aimee.**

B. Personnel Committee: Hari

Everything is going fine. The GM is looking in to taking on some new help at the end of the year and she is doing just fine. Lindsay, Dean, Laura is the staff.

Marj asks: did the definition of the Personnel committee get enlarged to include being called on to address grievances? Jeff says, yes.

C. Outreach Committee: Larry

1. Larry has had two phone calls with Jason at the Garden Island. They'll do a big piece on KKCR, sometime around mid-October. He is feeding him a lot of stuff. He has talked with Laura about inviting him up to the station.

2. Re-talked to Greg, the Morgan Stanley representative who is on the Board with the Hawaii Community Foundation and is their financial guru. They talked about setting up the endowment and Greg would be happy to be on the zoom meeting to talk about that plan.

3. Mark Perriello, underwriting with the Chamber of Commerce. He would be willing to keep doing trades. Wave-rider trade for membership to the Chamber. We have gotten possibly three underwriters from this membership.

4. The new guy at the Princeville Hotel is his other new contact there. Met with him about three weeks ago. He says don't expect anything until the hotel opens, in regards to getting a break on the rent.

5. Larry finally got the roofer to put the fans on the roof that we had paid for.

D.) Strategic Plan: Marj

There is little to report because there has been no meeting. Thanks Larry for doing funding and outreach and membership.

Jeff and Jimmy have offered to facilitate getting our current plan updated. This idea kept getting canceled and put off. Asks if we can go back to this plan via zoom.

Marj wants to continue to pursue getting an updated Strategic Plan for 2021.

Jeff thinks the covid environment makes the Strategic Plan less urgent.

Larry says that the SP is very important, and everyone on the Board needs to know what it contains because it is how we all move forward, however, he is not going to be at live meetings.

Everybody should read the Strategic Plan and come prepared.

E.) Endowment Committee

1. PSA for the Station. Laura is working on this.

2. Letter. Teresa penned a really nice draft letter to be edited for approval.

3. Hari has asked Steve and Larry to form an Investment Committee. They are both very knowledgeable to create a proposal for the next meeting.

4. First fill the emergency fund, but also to make people aware that when they are making their financial plans for the future, KKCR is ready to be included. The PSA is broad and the letter is specifically targeted.

5. Aimee reminds that Bill will help with a recording for the PSA.

F.) Election Committee: nothing to report.

Laura says that they ran the PSA and solicited for elections and candidates but there was no response.

This committee is the mechanism for elections should the need ever arise. Needs concern more applicants to the Board than seats available.

G.) Governance Committee: nothing to report.

10.) Old Business

Marj's comments and questions:

a.) The door and equipment that got damaged on Mt Kahili. What is the status? How can we prevent this in the future? LC says that it was all repaired. The old door was in bad shape and easy to break in to. Now it is fixed and strong.

b.) Do we have a contract with KIUC for that space? LC: KIUC does not own that land, it's state land and we have discussed leasing from the DLNR. It currently is free and does not require a lease. We have a long track record for maintenance and we have a strong case for why we should have the lease should it ever come up. KIUC just provides electricity.

Her concern: what can our strategy be to get KIUC to be more concerned and more positive about fixing the electricity after storms? LC says it happens fairly often. It's very hard to get up to and fix. She doesn't think they are purposely putting us off the air, as we share the space with HPR and KONG.

c.) The Events Policy: She found the one from years ago (2003). It was part of the job description of the Development Committee.

d.) The definition of the Job Descriptions for each Committee. She thinks that the current job descriptions are not fleshed out enough for a new person entering the position. She proposes to look at each job descriptions in our notebooks to help with our individual jobs and for new people coming in to the positions. Steve proposes for a convening of the Governance Committee for someone to look at the 2003 descriptions and the newer ones and marry them together. Larry says that the importance of the Governance Committee proved itself in 2007 or so.

11.) New Business

a.) Filling Committees with the two new Board members. (reminder: each committee must be filled by a Board member, but any concerned citizen can be enlisted for committee work.)

Aimee would like to be on the Endowment and Development Committees.

Teresa would like to be on the Endowment and Development Committees.

12.) Member and Public Input: CANCELED for Covid

13.) Next Meeting:

This is the annual meeting where we elect new officers. January 13, 2021. Assume a Zoom.

14.) Adjourned by Steve at 8:10pm