

**GRAND VALLEY PUBLIC RADIO COMPANY, INC.
BOARD MEETING MINUTES**

Meeting Date:	3.23.2022	Location:	KAFM	Start Time:	5:30 PM	End Time:	7:00 PM
Attendees							
A	Joe Gudorf (President)	P	Maria Rainsdon	P	Dan Geherin		
P	Mike Spradlin	P	Marianne Griffin	P	Cyrene Jagger – Executive Director		
A	Clinton Knorpp (Secretary)	A	Nic Hansen				
A	Scott Burnham (Treasurer)						
Board Meeting							
Agenda Topic				D/I*	Pre-read	Presenter	Duration
1. Call to Order/Agenda Review/Approve Feb Minutes				D	Feb	Marianne	2 Min
2. Introduction of Potential Board Candidates				I		Marianne/ Cyrene/Can didates	10-15 Min
3. Feb Financials / Treasurers Report				D	Aug Financials	Scott	10 Min
4. ED Report				I	ED Report	Cyrene	15-20 Min
5. Board Officers				I	n/a	All	10-15 min
6. Job Posting Policy				I/D	n/a	Marianne	20 min
7. Adjourn							

* D - Decision I - Information

Marianne Called the meeting to order at 5:32 PM MTN
4 Board Members present - unable to meet required quorum for this meeting.

Board Recruitment:

Sophia was unable to attend this meeting and will be at the April meeting. Cilia sent a letter to Cyrene and declined participation at this time. Manon was not present.

Approval of February Minutes:

Marianne mentions one change she sees for the February Minutes that the title be changed from Agenda to Minutes. Board agrees that they cannot approve the minutes without a quorum.

Financial Report:

Scott not present no Treasurers Report provided.

Maria mentions the Underwriting being behind budget. Cyrene explains that the underwriting for the quarter is ahead of last year at this same time. And mentions that the underwriting category line item in the Chart of Accounts includes both Cash and Trade Underwriting.

Maria asks for an annual report on underwriting in the monthly ED Report. Cyrene offers that we have a google spreadsheet that can be shared with the Board members to see the exact Cash and Trade accounts.

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Group discussion about the CPA's; Reese Henry and Patterson Denise Jugens of Reese Henry | Proposal received: \$13,000, less 10% kick back donation Total: \$11,700

Willy Corey of Soronen, Donley & Patterson | no proposal received. Sent email saying they can take us on for \$8,500 but we will have to file an extension. Have only done one other Public Radio Station (KVNF) for the past 3 years.

Cyrene mentions she will contact General Manager of KVNF to ask for referral. Marianne and Maria mention that Soronen, Donley & Patterson hadn't submitted an official Proposal so that takes them out of the running.

Cyrene shares that Reese Henry has a lot of experience with Public Broadcasting and the requirements needed for CPB.

ED report by Cyrene:

Radio Room & Events More bookings coming in. Confirmed partnering 2 concerts at Grande River Vineyard July and August. Discussion on the new owners and what bands will be playing.

Spring Fund Drive Taking place Friday April 8 to Friday April 15. The mailer has been sent. Ask if Board had received. Potluck Bloody Mary Brunch has been confirmed scheduled for Sunday April 10, 10AM to 1PM.

Discussion about the possibility to have a band on Friday the 15th. A volunteer band is not available for Friday, but Cyrene is communicating with a volunteer Band to possibly play Wed 4/13 or Thu 4/14.

Marianne ask how the Board can help. Cyrene mentioned that it would be nice if each Board Member came in one day during the Drive and volunteered on the phones or picking up food and also speak during Community Affairs Show. Michael mentioned it would be good to have a signup sheet for the Board. Brief discussion about the Volunteer Meeting from last week.

Music & Mulligan's – Still looking for a Main sponsor ... Good work accomplish on the Silent Auction, Bands are confirmed and marketing is starting. A TV ad in Trade at KKCO that Fruita commissioned will start. At the same time Rocky Mtn PBS Trade will start.

Marianne Griffin shared about Job Posting

Marianne Griffin presented information on the research she did regarding hiring practices. She contacted Sally Kane, president of the NFCB. Sally, she reported is very busy, but sent a copy of the CPB Compliance manual. The manual does not make any compliance requirements regarding hiring practices. It does, however, require that broadcasters do an annual EOC report in order to maintain compliance, and, therefore, remain eligible for CPB grants. The KAFM ED submits those reports annually.

Marianne created a notebook for board members to review. It includes: KAFM by-laws, a list of responsibilities for the board and its members, a staff manual, a volunteer manual, a grievance form, and the CPB Compliance manual.

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Marianne also met with directors of other non-profits at a Community Impact Council monthly meeting. There she learned that the directors of these organizations make the decisions of who and how to hire. They said it is not uncommon for internal hires to be made for employment opportunities that arise within the organization. One of the directors Marianne talked to was hired through an internal process. She said that non-profits rely on volunteers to keep the organizations going. Many of these volunteers come with a wealth of experience that makes them good candidates for jobs in the organization. Because these organizations are so small, they are not required to follow the same hiring practices required of large institutions like the university, local hospitals, or government agencies.

Maria Rainsdon reminded the board that the reason this research began was to find out if a hiring policy needed to be written.

Marianne explained that the board's primary concern regarding hiring is making sure the funds are allocated for the position and that the position fits within the plan for the station or addresses some goal or objective of the station. Developing any policy for day-to-day operations, including hiring, is a job for the ED.

Cyrene added that all hiring for full-time positions are publicly announced and openly discussed with the board. In the case of the particular position being reviewed by the board, she stated that the need for this position was discussed in 2020 and 2021 as well as the person she was interested in having the job. However, funds were not in the budget at that time. Hiring was postponed until 2022. Following passage of the 2022 budget that included the line item for the new half-time position, the job was filled by a volunteer programmer with the specific relevant experience for the position.

Marianne reinforced the importance of open communication between the ED and Board, especially around hiring.

Meeting Adjourned 7:20 pm