

GFPR Dec 20, 2020 board meeting minutes (Great Falls Public Radio Association)

The meeting was called to order on Zoom by board president Rich Liebert. Present on Zoom were board members Janice Driver, Joseph Moll, Thomas Risberg, Matthias Schalper, and Diane Stinger. Also present on Zoom was guest Jeremy Trebas. The agenda was emailed earlier by Rich and was as follows:

Call to Order

Secretary's Report

Financial Report: (introduce Jeremy Trebas, incoming book-keeper) Budget review
Station Manager Report

Engineering Report

OLD BUSINESS:

- **2020-2021 Budget Approval**
- **FCC License renewal status (public notices about renewal)**
- **MTPR KGPR Broadcast Agreement 2020 - 2021**

NEW BUSINESS:

- **KGPR liability/property inventory for amending Patterson insurance policy 2021**
- **Jan 2021 Work Session**
- **KGPR 2021 Message, press release, letter to donors, volunteers**

Public comment

Next meeting and adjournment

Rich introduced Jeremy Trebas, who will be taking over accounting tasks for Great Falls Public Radio Association from Anderson-Zurmuehlen on January 1, 2021. Protocol for depositing checks was discussed. Protocol for paying a part time employee to complete reports was discussed. Jeremy said he prefers a time card and can email one. The question was raised whether we need to keep someone on a nominal payroll, as Jeremy will charge \$50 per month to maintain payroll records and pay the part time person, which may be as much or more as we are paying the part time person. Paying him as a stipended volunteer was discussed. Also, paying a part time person as an independent contractor was discussed, Jeremy said the state does not look favorably on that arrangement. The question was raised whether we need to maintain our Workers' Compensation account. It was agreed we do, as it includes a rider that covers volunteers, although Rich intends to check with Patterson Insurance in January

whether our policy with them covers volunteers. A final decision around how to pay a part time person will be made after that conversation. Jeremy Trebas left the meeting.

Financial report: Currently \$31,500 in the Missoula account at MTPR.

Rich noted the Post Office Box has now been updated, the last time it was updated for personal information was 2007. The current officers (Rich Liebert, Joe Moll and Diane Stinger) now have authorization to change the personal information of the P.O. box.

Rich had earlier emailed a financial statement. Janice moved, Joe seconded to approve financial statement as emailed. Motion passed.

The minutes from the last meeting were reviewed. Thomas moved, Joe seconded to approve the minutes as written. Motion passed.

Rich Liebert summarized the November 30, 2020 Executive Session on the budget and the contract with MTPR. In that session Great Falls Public Radio Association Board of Directors determined a paid staff position at KGPR Radio could no longer be financially sustained; in order to continue operations KGPR will need to become a volunteer operated station. It was decided to terminate the paid staff position as of December 31, 2020, beginning volunteer operations on January 1, 2021. On December 15, 2020, at 3:00 p.m. Rich Liebert and Matthias Schalper delivered a letter to Tom Halverson at the KGPR studio informing Tom Halverson of the board's decision to terminate paid employment at KGPR, due to a clear inability to pay an employee going forward. Thomas Risberg met with Tom Halverson on Monday, December 20 at the KGPR studio. Tom Halverson handed a written copy of computer passwords to Thomas Risberg and gave the studio key and door fob to the GFCMSU building security manager, who will re-issue them to Rich Liebert, GFPR Board Chair.

Rich noted if people want to send Tom a card send it to his mailing address. Rich called for a motion for a formal recognition of Tom Halverson's 22 years of service as a radio volunteer and subsequently station manager working for public radio in Great Falls. Janice moved and Joe seconded, the motion passed. Rich mentioned we could at some point in the future recognize Tom Halverson with a radio show, or perhaps a gathering after Covid. There was some discussion of having Tom H. back in as a volunteer. It was agreed there could be problems with the state unemployment insurance if we bring back an employee as a volunteer and it is best to focus on a clean break right now, also focus on who we can bring in as new volunteers. It was noted we are still in dire circumstances financially.

The Engineering report was emailed to the officers, it contained nothing major. The FCC license renewal has been received but not approved. When officially accepted it will require 4 weeks of public notices read on the air.

Regarding the broadcast agreement with MTPR: MTPR has agreed to a split payment, and MTPR has acknowledged receiving our AP payment, so that has been deducted from our broadcast fees. It

leaves a balance of \$28,800, to be split into a payment now and one payment in June. The CPB funding was discussed, and the fact that the KGPR audience is included in the CPB funding received by MTPR. Rich noted we pay about 7.8% of NPR and AP fees charged to MTPR. Rich asked for a motion: Joe moved: I move that we accept the broadcast agreement from MTPR dated December 20, 2020 to divide our payment to MTPR into two equal payments of \$14,415.21 to be paid now and in June, 2021. Diane seconded, motion passed.

GFPR liability insurance with Patterson Insurance agency is renewable in January, 2021. Thomas recommended we look at our deductibles, noting it wouldn't take much for us to be insolvent. Rich will make an inventory with Greg Muir and bring to the next board meeting.,

The budget was sent out on email to board members. Matthias moved to accept the working budget as presented. Diane seconded. Rich noted it could be tweaked. Thomas noted we have shifted trajectory; our expenses are sustainable now. In theory we should have room to do some sustainable changes. Motion passed.

The press release to our donors notifying them of our new, volunteer based operation was discussed. Rich will work with Thomas to finalize the press release and send it out to all donors.

Matthias send on email a standard organizational chart. Rich will work on education/training, Janice on events, Thomas on P.R., marketing and content, Matthias on programming and content, Joe and Greg Muir on technology. Finance and legal will be dealt with by the board. It was agreed "content is king". It was emphasized we need to bring in more volunteers and board members. An application form for board membership was discussed. Then followed extensive discussion about our needs, our plans going forward as a volunteer run station, the need for committees that would each report to the board.

Matthias moved, Diane seconded to adjourn. Motion passed, meeting adjourned at 8:26 .m. Next regular board meeting will be January 18, 2021. A work meeting was scheduled for January 4, 2021 at 6:30 p.m. on Zoom.