

Bisbee Radio Project Board, Inc. Agenda
August 25, 2022, 6:30 PM, BRP Office, 2 Copper Queen Plaza, Suite 204

Call to order: 6:40 PM by Michael Brown, Board President

Attendance: Michael Brown, Rob Shipley, Joni Giacomino, Suzanne Walsh, Kirk Reynolds, Stephanie Peavey, Sandy Tilcock

Approval of 8.11.22 minutes: Approved via e-mail prior to meeting

Call to the public: James Mahoney, interest in being a board member and learning about the feasibility study regarding moving the Antenna/Transmitter

Board Business:

Consideration of Kirk Reynolds' application for appointment to the BRP Board: Action required

Motion to approve by Sandy Tilcock

Seconded by Rob Shipley

Passed unanimously

Development Specialist Report

Saturday Market: Going well, making some sales of t-shirts and CDs. Most common comment is folks can't remember if they still are members—working on a current membership list for reference.

Bisbee Blues, Sept 17: Volunteers signed up, planning on having more t-shirts available for sale, Joni Giacomino will be a guest MC for evening performances

Membership Drive kick off, Sept 29: Arrangements have been made regarding the use of the outdoor area of the Convention Center with stage as well as inside the building lobby.

Hours: 4-8 pm

Two bands at this time: Steve Moramarco's group and Los Amigos. Will arrange for a third.

Steve Yoder will be MC.

Discussion regarding refreshments: Possibilities include food trucks, gain use of a popcorn machine, appetizers

Underwriting Update: On going, takes multiple visits as some businesses are in their slow time of year and reluctant to take on the expense, proprietors out-of-town, etc. The Bisbee Table and Bisbee Coffee Company scripts have ben written and waiting for payment. Bisbee Realty signed on for a year and Thuy' renewed for 6 months.

Updating membership list with renewal reminders: Postcards are being ordered to use as simple reminder notices as well general use.

Business Manager Report:

Monthly budget: Monthly operating expenses for KBRP are approximately \$6,000/month. See attached. Currently have a balance of \$138,000 in the bank.

Business license: Have passed all inspections, waiting for the city to complete its paperwork.

New Volunteer: Michael Thornton has recently moved to Sierra Vista. He has been involved in volunteer radio for decades specializing in community news. He has been put in touch with Steve Yoder to receive the training regarding KBRP studio procedures,

Transmitter relocation feasibility study: Need to schedule a meeting in which the only topic is the study results. Everyone needs to read the study first.

Investment allocation: Paper work with Edward Jones has been signed. The proposed allocation is as follows:

3 month CD: \$25,000

6 month CD: \$25,00

1 year CD: \$50,000

Money will be transferred over the week of August 29.

Potential partnership with Cochise College for youth radio activities: Discussion and possible action

The discussion led the board to table this proposal until the October board meeting giving Stephanie Peavey the opportunity to be in touch with the Dean of Students at Cochise College and determine the interest.

Acquiring a BRP cell phone: Discussion and possible action

Many of the websites that the radio station engages with require a 2nd authentication which requires a cell phone. Currently we are using personal numbers. This is problematic if a person leaves. Also, we are needing wi fi connectivity for Saturday Market, Bisbee Blues. Once again we are using personal cell phones for connectivity. The board authorized Sandy Tilcock to

investigate the options available to BRP. Often there are discounts available to non-profits.

Ordering more T-shirts for sale; Considering a local vendor: Discussion and possible action

After researching the cost of t-shirts it has been determined that the Gloo Factory in Tucson offers the best price at \$8.50 per shirt. Requesting an allocation of \$1100 to order 150 more shirts due to Bisbee Blues Festival and the membership kick-off at the end of summer. Also, Stephanie arranged with Mels Bodega to carry the shirts which means a selection of shirts are now there. They will be sold for \$20 in Mels Bodega and BRP will receive \$15 of that.

Motion made by Kirk to allocate the \$1100 for t-shirts

Motion Seconded by Rob Shipley

Motion passed by a unanimous vote

Appointments to Program Committee: Discussion and possible action

Sandy Tilcock will draft a call for application. Program committee members may be station members or the public at large. The request will be published on our Facebook page, within the membership, Bisbee Observer, etc.

Programmers maintaining membership: Discussion and possible action

Sandy Tilcock, Business Manager, pointed out that if we have 20 programs, each program costs KBRP \$300 /month given the monthly expenses. After some discussion it was decided to require programmers to be members of the station. If there is a hardship the programmer is to contact the business manager and work out some kind of arrangement. A list of expectations for programmers will be written up by Michael Brown and Rob Shipley. These will be discussed at next meeting.

Motion made by Kirk Reynolds to require membership

Motion seconded by Rob Shipley

Motion passed by a unanimous vote.

Next Board Meeting Scheduled:

Friday, September 23, 5:30.

Attendees are welcome to bring beverages and a snack to share with others.

Adjourn: 8:23 pm

Projected Monthly KBRP Expense: 07/28/2022

Account	Description	Monthly Expense	Yearly Expense
TFS Leasing	Printer/photocopier	347.55	
Insurance	General Liability		2,146.40
	Board		899.10
	Workman's Comp		430.00
Streamguys	KBRP Production	38.92	
Spinitron	KBRP Production	50.00	
Sparklight	Telephone	80.70	
Border Cities Land Corp	Rent	800.00	
Border Cities Land Corp	Rental Tax	28.00	
Border Cities Land Corp	Sewer and Garbage	39.00	
Border Cities Land Corp	Internet Access	100.00	
Payroll (4 weeks/80 hours)	Business Manager_ \$20/hr	1600.00	
	Development Specialist	1200.00	
	Employer Taxes: SS, Medicare, Unemployment	170.20	
	Monthly Square Charge	45.00	
Central School	Antenna Rental		800.00
SESAC	Music License		174.00
ASCAP	Music License		500.00
BMI	Music License		380.00
Arizona Broadcasters	Yearly Membership		75.00
PRX	Yearly membership		100.00
Pacifica	Yearly membership		400.00
National Federation of Community Broadcasters	Yearly Membership		500.00
Tech Soup	Quickbooks online		75.00
Creek Archives	Program archiving_12 months		500.00
			150.00
	Subtotal	4,499.37	7,129.50

Projected Monthly KBRP Expense: 01/20/2022

	Yearly Expenses amoritized over		
	12 months	594.13	
	Subtotal	5,093.50	
	Contingency (20%_approx)	1,000.00	
	Total	6,093.50	