

## **Bisbee Radio Project Board Minutes**

January 20, 2022—7 pm. BRP Office  
2 Copper Queen Plaza, Suite 204

**Call to order: 7:07 pm**

Members in Attendance:

Joni Giacomino  
Michael Brown  
Jill Maxwell  
Suzanne Walsh  
Absent: Tom Heck

Sandy Tilcock, Business Manager

Approval of 12.29.21 Minutes electronically as of 01.04.22

**Call to the public:**

Received new design of t-shirts and stickers from Kirk Reynolds. Approval to sell t-shirts for \$20 + \$5 shipping (programmers, board members, super volunteers get to purchase one shirt at cost: \$12), stickers for \$1.

**Board Business:**

**Election of Officers:**

President—Michael Brown  
Treasurer—Suzanne Walsh  
Secretary—Jill Maxwell

**Board members to serve on Program Committee:**

Michael Brown until May, then Joni Giacomino

**Business Manager Report/Briefing:**

Financial report and monthly expenses spreadsheet presented by Sandy Tilcock. See documents attached.

## **FCC Inspection in 2022—Select date**

Motion by Sandy Tilcock, seconded by Joni Giacomino to hire Arizona Broadcasters Association to prepare inspection report for FCC, hopefully June (\$250). Motion carried unanimously.

**Continue Zoom account: 20% deduction if renew by January 31.  
Action requested.**

Motion by Joni Giacomino, seconded by Suzanne Walsh to end zoom account. The motion carried unanimously.

**Bank: New filing, remove old signers and add at least 2 new.  
Action requested.**

Motion by Sandy Tilcock, seconded by Joni Giacomino to remove Paul Tompkins and Vicente Abril and add Suzanne Walsh and Michael Brown. The motion carried unanimously.

**LED tubes for office fixtures: investigate replacing old tubes with LED, will not need to replace fixtures.**

Motion by Joni Giacomino, seconded by Michael Brown to allocate \$200. The motion carried unanimously.

**Informal discussion regarding strategic planning, budget planning and future hiring of staff.**

Schedule work session.

**Next board meeting scheduled:**

February 17, 2022—7 pm

**Adjourn: 8:25 pm**

Respectfully submitted,  
Jill Maxwell, Secretary  
01/21/22

**Projected Monthly KBRP Expense: 01/20/2022**

<b>Account</b>	<b>Description</b>	<b>Monthly Expense</b>	<b>Yearly Expense</b>
Border Cities Land Corp	Internet Access	100.00	
TFS Leasing	Printer/photocopier	347.55	
Insurance	General Liability		1,195.00
Streamguys	KBRP Production	38.92	
Spinitron	KBRP Production	70.00	
Sparklight	Telephone	60.00	
Border Cities Land Corp	Rent	800.00	
Border Cities Land Corp	Rental Tax	28.00	
Border Cities Land Corp	Sewer and Garbage	50.00	
Office Manager	80 hrs/4 weeks	1600.00	
Station Manager	4 week period	3268.80	
Central School	Antenna Rental		800.00
SESAC	Music License		174.00
ASCAP	Music License		500.00
BMI	Music License		380.00
Insurance	Board		875.00
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
Zoom	Yearly		150.00
	<b>Subtotal</b>	<b>3,094.47</b>	<b>5,724.00</b>
	<b>Yearly Expenses amortized over</b>		
	<b>12 months</b>	<b>477.00</b>	
	<b>Subtotal</b>	<b>3,571.47</b>	
	<b>Contingency (20%_approx)</b>	<b>700.00</b>	
	<b>Total</b>	<b>4,271.47</b>	

# Bisbee Radio Project

## Balance Sheet

As of December 31, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Petty Cash	0.00
Total Cash	619.42
Cash in Till	0.00
Western KBRP 815	124,887.49
<b>Total Total Cash</b>	<b>125,506.91</b>
<b>Total Bank Accounts</b>	<b>\$125,506.91</b>
Accounts Receivable	
Accounts Receivable	3,324.00
<b>Total Accounts Receivable</b>	<b>\$3,324.00</b>
Other Current Assets	
Current Note Rcvbl on Royale Sale	-1,000.00
Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>\$ -1,000.00</b>
<b>Total Current Assets</b>	<b>\$127,830.91</b>
Other Assets	
Promissory Note	216,648.59
<b>Total Other Assets</b>	<b>\$216,648.59</b>
<b>TOTAL ASSETS</b>	<b>\$344,479.50</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Insurance payment reserve for roof	0.00
Loan Payable	0.00
Square Tips (deleted)	0.08
<b>Total Other Current Liabilities</b>	<b>\$0.08</b>
<b>Total Current Liabilities</b>	<b>\$0.08</b>
<b>Total Liabilities</b>	<b>\$0.08</b>
Equity	
Opening Balance Equity	921,706.09
Retained Earnings	-171,205.22
Net Income	-406,021.45
<b>Total Equity</b>	<b>\$344,479.42</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$344,479.50</b>

# Bisbee Radio Project

## Profit and Loss

January - December 2021

	TOTAL
Income	
Gifts and Donations	4,318.90
Grants Received	6,000.00
Interest Income	10,428.38
KBRP Underwriting	8,005.00
Membership Dues	800.00
KBRP Membership - check/cash	1,576.10
KBRP Membership - Paypal	4,132.20
<b>Total Membership Dues</b>	<b>6,508.30</b>
Merchandise	538.00
Sales of Product Income	18.00
Streaming	50.00
Uncategorized Income	1,563.26
<b>Total Income</b>	<b>\$37,429.84</b>
GROSS PROFIT	<b>\$37,429.84</b>
Expenses	
Advertising & Marketing	492.77
Bank Charges & Fees	168.80
Building Expense	
Rent & Lease	7,560.11
Repairs & Maintenance	
Move to CC	5,470.69
<b>Total Repairs &amp; Maintenance</b>	<b>5,470.69</b>
Security Expense	140.94
Utilities	5,086.54
<b>Total Building Expense</b>	<b>18,258.28</b>
General Admin Expenses	
Dues & subscriptions	1,755.00
Insurance	2,652.10
Legal & Professional Services	30.00
Office Supplies & Software	937.55
Other Business Expenses	2,675.02
Paypal charges and fees	119.66
Printer lease	4,648.44
Shipping, Freight & Delivery	118.00
Taxes & Licenses	168.00
<b>Total General Admin Expenses</b>	<b>13,103.77</b>

# Bisbee Radio Project

## Profit and Loss

January - December 2021

	TOTAL
KBRP Production Expense	
Music License Fees	1,084.00
Other Production Expenses	11,300.18
<b>Total KBRP Production Expense</b>	<b>12,384.18</b>
Payroll and Related Taxes	
Contractors	28,414.20
<b>Total Payroll and Related Taxes</b>	<b>28,414.20</b>
Uncategorized Expense	55.23
<b>Total Expenses</b>	<b>\$72,877.23</b>
NET OPERATING INCOME	<b>\$ -35,447.39</b>
Other Expenses	
Loss on sale of Royale	370,574.06
<b>Total Other Expenses</b>	<b>\$370,574.06</b>
NET OTHER INCOME	<b>\$ -370,574.06</b>
NET INCOME	<b>\$ -406,021.45</b>