Bisbee Radio Project Board Minutes

November 17, 2021, 5:30 PM, via ZOOM

**Call to order: 5:31 PM**

Attendance: Joni Giacomino, Paul Tompkins, Patrick Tilcock, Kirk Reynolds, Station Director Mark Moran, Business Manager Sandy Tilcock

Approval of 11.4 minutes: Approved electronically 11.14.21

**Call to the public:**

**Board Business:**

* **Station Director Report/update**

Copper Queen Library’s partnership with KBRP is featured in their newsletter, and the station will have a sub-page on the CQL website.

City Manager interview airs Friday.

Mark is seeking collaborators for arts and culture programming.

Exploring grants to support the development of a 3-state “sister station” relationship.

Mark is in contact with a station in Yuma: Potential for collaborative border-city coverage.

Mark confirmed that the Emergency Alert System assignment for this area has been assigned to a station in Sierra Vista.

Mark expects to be cleared for travel, therefore anticipates on-site visits in the near future.

A clean copy of the proposed Code of Ethics will be distributed to the Board via email for an up/down vote on approval.

* **Business Manager Report**

National Federation of Community Broadcasters membership renewal is due. Recommended, as this organizations provides training on fund development and other topics. Paul moved to approve the $500 annual membership; Patrick 2nd; Motion carried unanimously.

Sandy proposed setting up Square payroll system, which will streamline the process for direct employees in 2022.

The lease on the Ecolab dish sanitizer at the Royale remains unresolved. Sandy has extensive documentation of the company’s default. A recommendation for a local attorney was made: John McKinnon. Sandy will contact the owner of the Royale to assure we are working to resolve this issue.

* **Election report draft ballot**

There are five candidates. Paul will create a fillable form for members to vote. Clarification: Candidates for Board of Directors do not need to be Members of BRP.

* **Membership report**

Current membership: 69

* **Program Committee report**
  + Deferred, as draft volunteer manual has not as yet been submitted.
* **Process for reviewing Station Director position in December BOD meeting: Discussion and possible action**

Secretary will prepare and distribute an evaluation form based on the MOU for Mark Moran. Board members will complete prior to December meeting. Mark will use same form to evaluate the Board.

* **Next Board Meeting Scheduled: December 8, 5:30 PM in person at the BRP office at the Mercantile.**
* **Adjourn: 6:15 PM**