

# KBRP Minutes 2024 08 21

1/29/24 11:09 AM

## Attendees:

- Rob Shipley
- Michael Brown
- Kirk Reynolds (excused)
- Helen Lyons
- Joe Barron
- Suzanne Walsh
- Michael Thornton
- Stephanie Peavy

## Opening:

The regular meeting of the Bisbee Radio Project, Inc. was called to order at 5:34 on 21 August 2024 in 2 Copper Queen Plaza, Suite 204 by Rob Shipley.

The agenda was unanimously approved as distributed.

## Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed.

## Call to public

Steve Yoder (Programmer training and New Sound Board)

There are a few new people who have applied and the wait time makes them lose interest  
Heads of programming board were out and did not delegate this responsibility accordingly, causing a lag with response time.

Barriers to entry: needing to volunteer before, wanting people to be part of the station before the show starts.

Carrot and stick? Maybe a way to use DJ open mic to let people get on air without the commitment

One way to do this: do an event where we train a bunch of people at once!

Lots of support for this idea

Joe Barron: Big streaming updates are troubleshooting issues and getting new features set up. J Barron is meeting with Steve Yoder to get ball rolling again and figure out troubleshooting. Bigger update will come next month.

Steve Yoder (New Board): Replacing our current board is 550\$, "Radio Grade Board" would be about 2000\$, there are some benefits but nothing too concrete right now. Sound board has been tabled. Microphone upgrades have been tabled but we think they may help with some of the issues with interviews.

Joe Barron has expressed interest in retiring his show and taking lead on setting up our capacity for live recording.

## New Business

Financials: Down on memberships and underwriting, but making money in the market.

We have been awarded a 4200\$ a year from the Arizona Arts Commission for the next 3 years  
We still need to make around 9500 to keep on budget.

We spent 3000 on production equipment over the year. Lots of small expenses.

There are some things we can do to be more fluid with out money to purchase some larger items, but this would be a board vote to determine how much risk we wish to take on.

Rob and Mike T suggest we have a dedicated fund for equipment purchases.

Maybe a situation where we earmark the money for repair/replacement/upgrade - use the end of year funds for large upgrades.

Promissory note, CD, Money Market all going well, no surprises.

Membership cards: Helen has been working with Nancy, our new membership volunteer. She has been updating member information in Doner Perfect and working on releasing new membership cards.

Internship: Amber the social media intern is almost done with their internship

Did many website fixes,

Ran the social media

Provided a list of suggestions to assist with our engagement

Mike T has gotten some interest in Cochise college media classes for a media focused intern.

Office Coordinator position: Helen, Michael, and Kirk have identified a great candidate for the position, but can only work 5 hours until December. Helen is offering to cover the other 15 hours and have the hire 'shadow' her.

Motion to start Elizabeth Vann as the new part time office manager under Helen Lyons as soon as possible.

Passed with Michael, Suzanne, Mike and Rob voting yes. Joe Barron abstained at 6:38pm

Budget allocation: 75% to Helen and 25% to E Vann from budgeted office coordinator budget, and adjust as needed.

Motion called at 6:42pm, passed unanimously.

Manuals for emergencies and programmer handbook update:

Current thinking is to contract with Steve Peter and maybe Joe (if bylaws allow) to pay them for writing this guide. Tabled for now pending Joe and Steve completing station upgrades.

Joe will reach out to Peter and Steve on if there is interest on doing this.

NFCB 'Leading Change' - Helen and Mike are exploring how NFCB can assist with station development strategy.

Mike and Helen are going into a meeting with their NFCB benefits coordinator on Friday.

The 20th year of the station is coming up, the Royale would be a great venue for an event.

Suzanne is reaching out to the owner to gauge interest.

## Adjournment:

Meeting was adjourned at by Rob Shipley. The next general meeting will be at 5:30pm on September 24th in 2 Copper Queen Plaza, Suite 204.

Minutes submitted by: Joe Barron, Board Secretary