

Bisbee Radio Project Board, Inc. Minutes

31 August, 2023, 6:30 PM, BRP Office, 2 Copper Queen Plaza, Suite 204

Call to order: 6:40 PM

Attendance: Voting Members:

Michael Brown Rob Shipley Suzanne Walsh

Kirk Reynolds Kimberly Baltunis Helen Lyons

Ex Officio Members:

Sandy Tilcock, Administrative Manager

Patrick Tilcock, Public Engagement Specialist/Scribe

Approval of 7.20 minutes: Approved electronically as of 8.9.23

Call to the public:

Letter from Naco Wellness Initiative (see attached)

Personnel

Waiver of 60-day waiting period for former Board member to be employed as Public Engagement Specialist: Rob so moved; Kirk second; Passed unanimously.

Job descriptions for Admin Manager and Public Engagement Specialist: Will be discussed at a later date.

Ex Officio Board member roles: Board will discuss at later date.

Administrative Manager Report:

Financial Report: See attached.

Report on LPFM stations regarding second station, translators.

Equipment purchases for Studio B: Turntables, mixer: Kirk moved to apply Flinn Foundation grant funds for purchase, approximately \$1600; Rob 2nd; passed unanimously

Increasing broadcast coverage by establishing a second station may not be realistic, as this requires a completely independent non-profit organization. Kirk moved to set up a special meeting to discuss applying for license during the November window. Michael 2nd: Passed unanimously.

Items for allowing live performances (Steve M) Kirk moved to approve purchase, \$516; Kimberly 2nd; passed unanimously.

Report on Edward Jones CD's, proposal for new investment (Kimberly)

After discussion of balancing growth and liquidity, motion by Rob to roll over principal of the 50k CD (2year), place 15k in 1-yr CD, 5k in money market fund. Helen 2nd; Motion passed with 5 yes votes, Kimberly abstaining.

Baseball caps as promotional items (Sandy)

Test version ordered: action deferred until Board can evaluate product.

Public Engagement Specialist Report (Patrick)

- Proposed Member picnic 10.5.23 at Oldfield Oasis
 - Consideration and action on expenses for this event: *Action approved electronically as of 8.24. Event confirmed. Expenses for event not to exceed \$500.*
- Membership drive, possible live music broadcast 10.7. Will engage programmers regarding on-air messaging.
- Board input encouraged, contact information provided

Music submissions to KBRP (Sandy)

There is now a specific email box for music submissions. All programmers have login information.

DJ participation in station tasks/events other than their program (Kirk)

Kirk will develop an instrument for getting programmer input on their skills and input to begin conversations about volunteer needs.

Mardi Gras Planning (Patrick) Signup sheet in office.

Scheduling of next board meeting 9.21, 5:30 PM

Adjourn 8:29 PM