**Agenda**

November 20th, 2024

Welcome guests. Please note the Public Comment section. We welcome you to share your thoughts and concerns at that time and limit comments to 3 minutes. We respectfully ask that you observe, take notes, and hold questions and comments until then. Thank you!

Meeting called to order at 5:30 PM

1. Approve October minutes
   1. Minutes from the October 23rd meeting were presented. Motion to approve by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ second by\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Next Meeting, January 22, 2025
   1. No regular meeting in December
   2. Working sessions will be scheduled in December to address By Laws and follow-up with the strategic planning
3. December meeting with programmers
   1. December 11th @ 5:30 in the Radio Room
   2. Agenda to follow with material from the Board /Staff Retreat
4. Making Match for 2024: We are in the final month of securing revenue for the NFFS match for 2024. We have several activities to raise revenue for the match. We are within the final $6000 to $10,000 of the $300,000 necessary for our CPB grant.
   1. Holiday Open House
      1. Donations, memberships, art sales, silent auction
   2. Volunteer December *Professional services donated to KAFM help make the Match.* Over the course of the year, several artists, engineers, and business professionals have donated time which can be valued as a in-kind cash donation. Those hours are being gathered for a final end of year calculation.
   3. Donor letter
      1. A donor letter was developed to send to all donors and members that gave funds in 2023 but not in 2024. This is to tray and bring prior donors back into current donor status.
5. ED Report: Attached
   1. Rebuilding the chart of accounts for QuickBooks is a priority to developing reports that can accurately report revenue and expenses for the CPB grant, including NFFS. A volunteer is doing the work.
   2. Search for an accountant continues. On-air Appeals have not produced results
6. Financial Report: Attached
   1. The multipage QuickBooks report has been condensed into a one-page report that compares the actual revenue and expenses to the budgeted amounts through November 14th. It demonstrates how much over or under the budget each line item is by percentage and dollars. This is another measure of fiscal performance.
   2. The narrative report looks at the trends in the budget. We are $62,061 short of revenue and 11.65 % lower on expenses. The effect is we are operating in the black and the budget is under control. Expenses are impacted by the first half of the year when KAFM was in turmoil. The second half of the year under new leadership brought the budget to heel.
7. Marketing Committee
   1. The Marketing Committee headed by Dave Berry and Tami King presented several logo choices for KARM. This will replace the current logo on brochures and business cards and the website, A 3-fold brochure with the weekly schedule was also presented. It includes all the contact, membership, and volunteer opportunities. We will use up the existing stock before we order any replacement material. Much of the marketing material can be produced on the newly leased KAFM printer at a considerable savings.
8. New Business
   1. Much of the new business and public comments were directed at the open Board Member Seats. Demands for all the Member Elected Board open seats (2) to be filled at once was the prevalent theme. The Board countered with an agreement to hold member elections in January. This would give the Board the month of December to address the By-Laws revision to include the election process which was developed in June.
9. Executive Session. None

Adjourned at 8:00 PM