

Aleutian Peninsula Broadcasting, Inc.

KSDP Radio PO Box 328 Sand Point, Alaska 99661 Phone/Fax: 907.383.5737

Quarterly Meeting of the Board of Directors

KSDP Offices, Sand Point City Hall

Tuesday, April 6, 2004 7 p.m.

MINUTES

Call to Order

The meeting was called to order at 7:10 p.m.

Roll Call

Directors Present : Nora Newman, Wayne Hodges (WHodges), Edi Hodges

Ex-Officio Present : Brian Koral

Public Present : none

Approval of the Agenda

Newman moved to approve the agenda as presented. WHodges seconded and the motion passed without objection.

Approval of the Minutes

Regular Quarterly Business Meeting – February 3, 2004

Newman moved to approve the minutes as presented. WHodges seconded and the motion carried without objection.

Old Business

FY2004 Budget Progress & Update

Koral informed the Board that KSDP is, for the first time in three years, on or ahead of schedule on all grant reporting and payments. KSDP closed FY2004Q3 with a net income of \$13,357.80 and, for the year, has a net income of over \$50,000.00. The corporation continues to be in a strong financial position as we move to the end of FY2004.

Rasmusson Foundation Grant Request

Koral presented the Board with a request to be submitted to the Rasmusson Foundation for \$20,000 to support KSDP's equipment and facilities upgrade.

MOTION : Hodges moved to approve the submission of the grant request. WHodges seconded. Discussion followed and the motion was approved unanimously.

Summer Internship Program - Job Description

The Board reviewed the summer 2003 internship job description. Koral informed the Board that the Youth Opportunity Program is working to arrange funding for the positions, which would offset the funding KSDP has already earmarked for the program.

New Business

Surplus Equipment Donation to Sand Point Fire/Rescue

The Board reviewed a letter from K. JoAnne Lee on behalf of the Sand Point Emergency Services Department requesting a donation of surplus office equipment. Koral suggested

that the station donate one (1) iMac computer and one (1) HP multi-function printer that are no longer in service at KSDP. Discussion followed on when the equipment was purchased and at whose recommendation.

MOTION : WHodges moved to approve the donation of one (1) iMac computer and one (1) HP multi-function printer to the Sand Point Emergency Services Department. Newman seconded. Discussion followed and the motion was approved unanimously.

Review of APBI Corporate Inventory

The Board received a comprehensive inventory packet from General Manager Koral. The inventory outlines every major piece of equipment, physical structure or other asset owned by APBI and their location. The inventory will be updated annually and will allow the Board to clearly see what the company owns, where it is in service and what items, if any, have been removed from service/inventory during the year.

Tower Repair/Simplification

Koral presented the Board a plan to simplify the current tower structure at the KSDP Transmitter Site. Current, KSDP maintains two towers at the site - one for the main broadcast tower and a second for the STL receiver dish. Koral updated the Board on plans to relocate the STL dish to the main tower, thereby reducing the number of towers and support wires to be maintained.

Transmitter Site Improvement

Koral, through his report and in person, updated the Board on discussions with the National Weather Service and NOAA to install a weather radio in Sand Point this summer. As a part of the project, NOAA will be installing a building to house the transmission equipment of both entities. KSDP will remove the main transmitter building and the surrounding support buildings and fence the entire site.

Studio Renovation & Production Facility Installation

The Board reviewed the equipment quotes first presented in February for the overhaul of the broadcast studio. An additional \$4,000 had been added to the project to fund the installation of a production studio. The two studios will have common equipment, wherever possible, to reduce training time and provide on-site back up equipment. Purchase price for all equipment involved is quoted at \$20,106.00.

MOTION : WHodges moved to approve equipment purchases as presented. Newman seconded. Discussion followed and the motion was approved unanimously.

Executive Office Relocation & Conference Facility Feasibility

The Board began discussions on renovating the existing storage room to be the stations' Executive Office and then creating a standing conference facility in the existing office. WHodges and Koral will present a formal proposal to the Board in July. (Following the meeting, the Board toured the current storage space)

Vehicle Replacement

The Board discussed the problems currently being experienced with the KSDP vehicle. It is scheduled to leave Sand Point on the April ferry for repairs/replacement and then a vehicle will return in June. The Board concurred that if replacement is the best option, that the station should move forward with that as soon as possible.

Continuing Budget Resolution

Realizing that the budget for FY2005 will not be adopted until the July Board meeting, the Board reviewed a Continuing Resolution to continue funding KSDP at existing levels for thirty (30) days or until a new budget is adopted, whichever is shorter.

MOTION : WHodges moved to adopt Continuing Resolution 2004-1 as presented. Newmand seconded and the motion carried unanimously.

Report from the General Manager

A formal report was presented to the Board and is included in the meeting minutes.

Leave Request

Koral presented a request to expend five (5) leave days in April and an additional five (5) in May. Following these requests, the General Manager will have twenty-six (26) leave days remaining in the year.

MOTION : WHodges moved to approve the request. Newman seconded and the motion passed without objection.

Public Comments & Discussion

Next Meeting

Tuesday, July 6, 2004 at 6 p.m.

Adjourn

The meeting adjourned at 7:50 p.m.