

THE CSU, CHICO RESEARCH FOUNDATION

California State University, Chico

Minutes for the Board of Directors - NSPR

Monday, March 12, 2018, 11:45 – 12:45 pm

BMU 210

MEMBERS PRESENT:

Debra Larson, Robbi Stivers, Ahmad Boura, David Hassenzahl, Angela Trethewey, Eric Bartelink, Russell Shapiro, Tom Lando, Bob Kittredge, Alisha Sharma, Milton Lang, Gayle Hutchinson

MEMBERS ABSENT:

Tod Kimmelshue

ALSO PRESENT:

Jessica Bourne, Richard Tafalla, Michele Flowerdew, Pam Hollis, Stacie Corona, Jennifer Morgan, Amanda Bullock, Billie Kanter, Stephen Cummins, Rick Ford, Debra Barger

1. **CALL TO ORDER** – Stivers called the meeting to order at 11:49 AM and asked for introductions from the Board and gallery.

2. **General Manager report** – Stivers explained that the purpose of this meeting is to discuss North State Public Radio (NSPR) per previous Board request. Kittredge clarified that NSPR is governed by the Research Foundation Board of Directors and is financially reported within the Research Foundation. Bourne explained that while the Research Foundation is the FCC license holder for NSPR, their financial reporting is separate due to FCC requirements. Cummins added that there are two FCC licenses, KCHO-Chico and KFPR-Redding.
 - a. **Listenership** – Cummins shared that listenership is doing well, ranking second in the Chico market and sixth in the Redding market.

 - b. **Programs/news** – Recent programming changes include lengthening two segments, dropping two segments and adding others. Lando asked about the extra cost involved in adding new programs. Cummins answered that there is a cost, but in this case, the new replaced the old so there was no cost change.

 - c. **Fundraising/grants** – Fundraising efforts have the station on track to raise \$500,000 this fiscal year, which is an improvement from prior years. Shapiro asked for clarification on current funding. Cummins explained that the station receives state funding in addition to Research Foundation funding. Kittredge asked why state funding in the financial statements differ from the budget. Cummins explained that much of the state funding from the university is in-kind by way of direct and indirect support.

 - d. **FCC and CPB updates** - The Corporation for Public Broadcasting (CPB) has granted NSPR with \$200,000, however, a late filing fee of \$30,000 is being assessed. Stivers asked about preventing a late filing in the future. Cummins shared that more individuals have been added to the notification list for CPB and more recent deadlines have been met. Stivers shared his concerns and asked for assurance that the issue has been resolved

and unnecessary fund losses in the future can be avoided. He then offered to work with the staff to ensure accountability and succession planning in maintaining the licenses. Kittredge asked if NSPR contributes to student learning. Stivers explained that it is part of the community service aspect of the charter for the Research Foundation. Cummins added that NSPR was started as part of the Communications College and though it is now separated, there are student interns at the station.

3. Review of 2017-18 independent audit – Skipped due to time constraints.

- 4. Debt retirement plan** – Cummins explained that NSPR closed FY2016-17 \$260,000 in debt and are now in discussion with the Research Foundation regarding repayment. Lando expressed his concerns. Larson offered that not having a full time general manager probably contributed to the issue. Stivers asked to review the interest rate and term of the memorandum of understanding (MOU) between NSPR and the Research Foundation regarding the debt repayment. Bourne shared that the Policy on Project Cash Management and Loans is on the agenda for the regular Board meeting. Boura added that since the debt was realized, steps have been taken to ensure the success of NSPR. Kanter questioned how the station's debt grew so large and how her financial donations will be used in the future. Stivers offered assurance that the debt will be resolved and future donations will continue to assist the station to be viable. Shapiro shared that the financial status of the radio station has been discussed at prior meetings.

Kittredge inquired about hiring a new general manager. Cummins explained that the station no longer has state employees and that the new general manager would be an employee of the Research Foundation.

- 5. Review of 2018-19 budget** – Cummins shared the budget for NSPR for FY2018-19. Lando asked what the Research Foundation fees and rent are. Cummins responded that the Research Foundation charges an 8% administrative fee on expenses for their projects and \$1.30 per square foot of area in the 35 Main St building. Lando asked if the budgeted amounts for staff and debt repayment include a full time general manager and the interest being paid to the Research Foundation respectively and Cummins confirmed. Kittredge suggested discussing NSPR more often at regular meetings rather than having one special meeting annually. Trethewey asked about the rental rate and the permanence of the radio station in the building. Bourne explained that the \$1.30 per square root rate is competitive for downtown space and includes utilities and building maintenance. Cummins shared that the building also comes with all the necessary infrastructure for the radio station to operate.
- 6. New business – None.**
7. Comments from the public – None.
8. Adjourn – 12:38 PM

Respectfully submitted,



Jessica Bourne, Secretary