

## ReadyFM Board Meeting Minutes March 19th 2020

### Attendees:

Brian Benedum  
John Darlington  
Greg Eades  
Todd Rickenberg  
Rebecca Rickenberg  
Rick Hartman

### Opening Prayer by: Rick

### Secretary's Report:

February minutes reviewed

### Discussion Items:

- Updated the Bi-Laws to allow Rick voting rights on items that do not relate to the Station Manger Position.
  - Review Bi-Laws for accuracy and suggested changes
- Need Conflict of Interest form
- Annual Board Member Affirmation Statement
  - Review for next month

Motion to -

Accept by: Rick

Second by: Todd

Motion: Approved

### Treasurer's Report:

Review Financial Reports (available upon request):

- Profit and Loss
- Balance Sheet
- Open Invoices

### Discussion Items:

- Monthly Expenses = \$1,195.69. Monthly Income = \$700. Monthly shortfall = \$495.69.
- Annual meeting with Jill Spradlin
  - Filed the Charitable Registration Annual Report for 2020 (990-N e-Postcard)
  - Filed a Statutory Agent Update
    - This remove Debra Hay's name from the organization and updated the contact information to: Richard Hartman at the Radio Station's address and using the [manager@readyfm.com](mailto:manager@readyfm.com) e-mail address
  - Filed a Name Registration (Doing Business As)
    - Name being Registered or Reported: Ready FM
    - Name of the Registrant: Madison Area Youth Center, Inc.
  - Total Costs:

- Statutory Agent Update - \$25
  - Name Registration - \$39
  - Jill Spradlin - \$150
    - Total \$214
- I verified that last year's filing was done
  - I received a filing extension approval notice from the IRS
    - The 2019 990-N was filed on 9/16
- The state filing fee of \$150 that was mentioned last year was not required because we did not earn enough to qualify for state filing.
- I updated Rick's address for next year's 1099 filing
  - I also brought up the reimbursements that was included on Rick's 1099.
    - She just missed my directions in my e-mail.
- I showed her the form to fill out to cancel the Ohio Worker's Compensation coverage
  - She suggested just writing on the form that we no longer have employees as of the date of the last W2 filing
- Cancelled Mixlr for the season (saves \$19.99/month)
- Cancelled AutoPay on the Jetpack for the season (saves \$35.00/month)

Motion to -

Accept by: Todd

Second by: Rick

Motion: Approved

### **Station Manager's Report:**

Discussion Items:

- Sports officially done.
  - Finished Boys & Girls Basketball
- Beyond the Barn is still on hold due to Corona Virus
- Need to research external antenna to get better connection on the JetPack
- Church Focus show is in the works
- Pre-filing due in April, then June 1<sup>st</sup> – all online now

Motion to -

Accept by: Brian

Second by: Todd

Motion: Approved

### **Technical Report:**

Discussion Items:

- Emergency Management participation
  - EAS hijack signal
    - Box in rack. Needs configured
  - Found manual for unit
    - Need to research how it is connected

- Issue with antenna connection on RPU
- Issue with one input on RPU
  - Does not affect football season. Will address after the season.

Traffic Report for February:

- Total Visits – 356 down from 385
- Total Listeners – 24,747 down from 38,888
- Total Listening Hrs. – 2,992 down from 3,996
- Podcasts – 22 hits in February 70 hits YTD

Motion to -

Accept by: Greg

Second by: Rick

Motion Approved

**Old Business:**

Discussion Items:

- Signs at Y 142 & Elm and/or Eades office
  - Table until we are secure on funds
- Facebook survey
  - What would you like to hear from us
  - Volunteers
    - Didn't get any comments
- PSA & Website asking for volunteers
  - Community Matters show on the station
    - Ask for volunteers & donations
- Madison Health "Doc Talk" segment
  - Greg talked to Dana Engle they do want to do this
  - Greg will talk to Cindy Stout
- New Church Focus Show
  - Need to develop format and content
    - Thad, John and Rebecca will be working on this

**New Business:**

Discussion Items:

- Corona Virus – opportunities for the radio station
  - Church Broadcasts
    - Can come into studio to record a 15-20 min message
    - Or send recording
      - E-Mail and forward to anyone else
  - Public Health Updates from the Madison County Public Health Dept.
    - Waiting for response from Health Dept.

**Closing Prayer by:** John

**Next Board Meeting:**

- Apr. 16th at Phat Daddy's Pizza

**Action Items:**

- Brian and possibly John
  - Contact Debra and/or Jill to get correct out of business date for MAYCI
- Greg
  - Talk to Cindy Stout about Madison County "Doc Talk" segment
- Rick
  - Create a Facebook post asking for sales rep for station
- Rick
  - work on detailed plan for the available options of increasing our signal including costs, governmental approvals, any additional fees
- Rick
  - Develop Job Description/Standard Operating Procedures documentation