

ReadyFM Board Meeting Minutes January 20th 2021

Attendees:

Brian Benedum

Greg Eades

Todd Rickenberg

Rick Hartman

Mike Brooks

Opening Prayer by: Rick

Secretary's Report:

September minutes reviewed

Discussion Items:

Motion to -

Accept by: Rick

Second by: Greg

Motion: Approved

Treasurer's Report:

Review Financial Reports (available upon request):

- Profit and Loss
- Balance Sheet
- Open Invoices
- Financials compared to **December** last year
 - 2020 Cash On Hand: \$4,194.43
 - 2019 Cash On Hand: \$5,846.15
 - Difference: -\$1,651.72
 - 2020 YTD Income: \$14,259.93
 - 2019 YTD Income: \$19,922.14
 - Difference: -\$5,662.21
 - 2020 YTD Expenses: \$15,867.15
 - 2019 YTD Expenses: \$17,797.26
 - Difference: -\$1,930.11
 - Profit/Loss variance to last year: -\$3,732.10
- Financials compared to this month last year
 - 2021 Cash On Hand: \$3,581.35
 - 2020 Cash On Hand: \$5,143.65
 - Difference: -\$1,562.30
 - 2021 YTD Income: \$655.00
 - 2020 YTD Income: \$1,150.00
 - Difference: -\$495.00

- 2021 YTD Expenses: \$250.60
- 2020 YTD Expenses: \$608.00
 - Difference: -\$357.40
- Profit/Loss variance to last year: -\$137.60

Discussion Items:

- Kountry Clipping paid for FB Sponsorship – All FB Sponsorship are now paid.
- 2021 Licensing
 - SESAC – Last due on 1/1/2020 \$158.00
 - Paid \$164.00
 - BMI – Last due on 1/2/2020 \$366.00
 - Paid \$373.00
 - ASCAP – Last due on 1/22/2020 \$339.00
 - Total due last year - \$863.00
- Received a \$250.00 donation from Allen Homewood
 - Sent thank you letter and sales receipts for his tax records
- Annual renewal of Station Playlist (Creator+Studio) paid \$63.43
- Madison County Chamber of Commerce Dues of \$200 due by Jan. 14th
 - Cancelled Membership
- Gave Jill Spradlin the QuickBooks file to prepare Rick's 1099.
 - Will give her updated officers after election, but probably won't meet in person this year.
 - Asked her how much we owe her for doing the Govt. Documents and being available to answer questions.
 - She will be getting back with me.
- Monthly Expenses = \$1,195.69. Monthly Income = \$650. Monthly shortfall = \$545.69.
 - Cappy's Pizza sponsor

Motion to -

Accept by: Greg

Second by: Rick

Motion: Approved

Station Manager's Report:

Discussion Items:

- Not doing basketball this year
 - Schedules very fluid and changing
 - Schools doing free livestreams
- Doing repeats of Local Church Focus Show
 - Hard time getting call backs to get people on the show
 - Rebecca does want to continue
 - Use Zoom/Skype for interviews may improve response

Motion to -
Accept by: Brian
Second by: Mike
Motion: Approved

Technical Report:

Discussion Items:

- Equipment Donation from London First United Methodist Church
 - Compressor (same make and model that we have)
 - Mackie 16 channel mixer
 - CD player
 - Dual Cassette Deck
 - Equalizer
- Issue with audio volume dropping out during broadcast
 - Need to diagnose and fix somehow
 - Replace compressor with donated compressor
 - Replace laptop with donated laptop
- Podcast Tracking and Reporting
 - Fixed issue with Podcasts not being tracked when played within browser
 - Fixed monthly podcast report.
 - When the page initially loads the data was correct, but the title had the prior month
 - One other minor issue exists
 - The Groove Yard podcasts titles recorded in tracker do not match the displayed podcast titles (only show The Groove Yard – Date and part)
 - I believe this is a result of how the Podcasts are being created
- Updated Beyond the Barn Show page – removed PT Thompson as host and added Rick as host.

Traffic Report for December:

- Total Visits – 165 down from 252
- Total Listeners – 15,228 down from 23,731
- Total Listening Hrs. – 1,503 down from 2,538
- Podcasts – 35 hits in November 444 hits YTD (until Dec. only downloads were being recorded)

Motion to -
Accept by: Rick
Second by: Mike
Motion Approved

Old Business:

Discussion Items:

- CARES Grant
 - Mike will pursue this
 - We don't meet the requirements
 - Provide direct services to low-income or at-risk Ohioans in industries outside health care, education, recreation, and/or cultural activities
 - Have reduced or stopped services due to the COVID-19 pandemic
 - Are reimbursing employers as defined by Ohio unemployment law
- Retrieve Keys from John status
 - None yet
- Cloud Based Backup Solution Recommendation – Mike Brooks
 - Now have Google for Non-Profit Suite
 - 30GB per account of cloud storage
 - Schedule time for March to set up

New Business:

Discussion Items:

- Annual Elections for President, Vice-President, Secretary, Treasurer
 - Amended motion by Greg:
 - Todd – Pres.
 - Rich – Vice Pres.
 - Brian – Treas.
 - Mike – Sec.
 - Motion Passed

Closing Prayer by: Mike

Next Board Meeting:

- February 17th at Greg's Office

Action Items:

- Brian
 - Contact Debra and/or Jill to get correct out of business date for MAYCI
- Brian
 - Remove John from Bank Account (who should be added?)
- 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