

North Kohala Radio
Chapter 1 Creating the Foundation
Meeting Notes from December 12, 2013 to October 23, 2014

October 23 Meeting Notes in Red

1. Get the FCC Construction Permit -- FCC has officially accepted our application for filing and it went on Public Notice on January 7 announcing that any petitions to deny must be filed by February 7. None were filed and the construction permit was issued February 21. At the April 10 meeting, Bob explained that HPR was awarded frequency 96.5 for their FM Translator in Kona which will re-broadcast their HPR1 station. The coverage area for this translator will produce significant reception conflicts for our 96.5 broadcasts west of the Welcome Center. We are in the process of applying for an alternative frequency, probably 102.5, to avoid this incoming interference with our signal. In this application we will also move our planned antenna site to the Krosky location, see update below in the Site Selection - antenna section below.

2. Finalize and Sign the Fiscal Sponsorship Agreement -- Coordinators, Janette, Alan B. - Contract has been signed by Alan B., Janette, Alan T., Karl, David, and Bob.

3. Call Sign

During January, February and March we considered over 20 call sign combinations. After a series of votes by the members, KNKR was selected on February 28. The final vote was: KNKR 23, KEIA 4, KOWN 2, KUDO 1, and KNAK 1. The FCC has officially reserved KNKR for North Kohala Radio.

4. Define the Organizing and Decision Making Mechanism We'll continue to talk about and work through these questions in the coming meetings as needed. **Concerns about our structure came up in the programming section, see below, so we spent some time on this area for the first time this year. John S. David E. and Bob volunteered for this working group, Bob will coordinate, and will develop a straw man structure for now and one that will evolve into the required nonprofit in the future, and will send to John and David when ready, followed by a series of meetings to work this out with a recommendation to the larger group hopefully soon.**

Who coordinates, calls meetings, leads meetings? Shared coordinators, co-chairs?

Who heads up each department and provides leadership to that group? In January, we decided to go with Temporary Coordinators in the departments which have immediate work to do, then transition into permanent Coordinators as more community members join the effort.

Who wants to work in each working group?

See below for names by working group as of February 20.

What hours per week commitments do we have in the group?

Who votes? All attendees or only group members who have taken on a x hours per week commitment to the effort? Or some other approach?

What business structure do we want? Suggestion: unincorporated association to start, then perhaps a nonprofit corporation registered in Hawaii and the IRS as a 501(c)3?

5. North Kohala Radio Working Groups

No changes were made to the list of working groups on February 20. The order of these groups in these notes was changed to put the most active groups first. If you want to join one or more of these groups, please email Bob and he will add you to that list. Publicity and Outreach, and The Occupancy group which is working on the station and antenna sites, are the most active at this point. Fund Raising is moving along.

Publicity and Community Outreach Members include: Chris M., Len, Bob, David, Joe W, and Annalene, and Mike Bennett. Providing monthly update articles to the KMN in January and February, visiting community organizations like Seniors, Merchants, CDP Action Committee and others as needed.. We talked about our approach agreed that we are at a critical stage and needed to "seek input" as our theme at this point, rather than just announce the radio station as an accomplished fact and seek support. An article for the KMN January edition began our outreach, and another article updating the response to the first article will be in the February KMN. We are still getting responses on the voice mail number, the email address, and our new Face Book page put up by David and his partner Kathie Babben (moved to Annalene in early April). We also continue to add new members to the North Kohala Radio group which now stands at 54, and growing.

Meetings with the Seniors (April 4, 9:15am at the Kapaau Civic Center, Bob and John W.) and the Lions (March 4, 7pm at Jon Adams house, John W. and Bob), and the Merchants (Feb 12 at 8am at the Center, Bob). Meetings with the CDP Action Committee (John W. will consider need). Lisa will set up a table at Takata store on a Friday afternoon 3:30 pm to 6 pm in February with Gino Amar in an effort to get a large number of responses. Chris H. will get up flyers asking for response. Individual contacts: Margaret Willie (Bob), Cindy Evans (Bob), Josh Green (TBD), Malama Solomon (TBD), Billy Kenoi (very supportive), Church Pastor's Group (TBD). Additional outreach will include Parent Newsletters (Alan B and Janette), and perhaps the Saturday Market, Kava Bar crowd, and other venues as may occur to us. We need group members to get some of this outreach done in the next few months. We agreed that the message and theme of all of these outreach efforts will be the same as the January Kohala Mountain News article. Lisa collected into from about 70 people at Takata and Bob talked to 87 at the K-12 Spring Fest 2014 at the Elementary campus on March 8. Very few people had not heard of the station. Parent newsletters have gone out or will go out soon, and will include a section on Kohala Radio. John W. reported that he talked at the Lions meeting March 4, with about 25 members present, and was well received. Bob talked with the Seniors on April 14 with very positive response. So far, we have received about 500 responses from all outreach efforts, all positive, not counting all of the private one-on-one contacts group members have made.

We reviewed and accepted Karen Wolf's recommendation for a KNKR logo. We recognized that the new call sign would work best if we changed our name from Kohala Radio to North Kohala Radio. This change would also clear up any confusion about whether our station would cover Waimea. We adopted this new organizational name at this meeting. With regard to the logo, we would like to create a logo design competition for students at the Middle School, High School, and the public in general. We'll need to decide with awards to offer, and other details. This appears to be a great opportunity to get more involvement and awareness of KNKR. Annalene will offer her thinking on how to do this at one of our next meetings. When our program is ready to go, Bob will draft a KMN news article. Annalene will move ahead with the planning for this logo design effort and coordinate with Catherine Hoy when and if she becomes available. Annalene is looking at prizes from Costco, Target, KTA and perhaps other retailers and will stop by and get the EIN tax number and other NKCRC information needed for these donations. She will email teachers as they return to school this month, and will plan the logo competition later this fall after the students have been back in school for a while. Logo contest shaping up for the November timeframe. Letters to retailers have been sent. We'll use the new 96.1 frequency for the contest. Mike Bennett circulated an email to the schools about the logo contest and set a deadline of Thanksgiving. The contest is open to students only from the middle and high schools. **On schedule for November completion. Annalene said we have a radio and two computers as awards.**

Annalene volunteered to create our website. We're hoping for a domain name like northkohalaradio.org or knkr.org. Annalene will have a report on progress at our next meeting if not before. Great progress has been made. We are combining the Facebook page and Twitter with the website. Annalene has the logo and the site should be up soon. Annalene says we will stay with godaddy, and the website is up at www.northkohalaradio.com. Take a look and offer any suggestions to Annalene, and along with any requests to have an email address on this site. Annalene will determine if and how we can change our Facebook name from Kohala Radio to North Kohala Radio, and will create an Instagram presence as well. Annalene made the Facebook name change, and will get Instagram going before the logo contest.

Another way to reach out to prospective listeners was introduced: a sign on property above Akoni Pule near the farthest westward reaches of our signal to call attention to KNKR. Further discussion is needed and we'll have to find a land owner who would be willing to host the sign. Chris H. has checked for TMK owners of properties mauka of the highway just west of Mahukona for a sign location and will offer an update at our next meeting. It was suggested that we may want to look at the Surety property on the makai side of the road as a possible sign location. We decided to look at this signage possibility later once we determine the exact reach west and south in our coverage area.

Two additional outreach opportunities are coming up: on Tuesday Sept 9 Bob (if he's not on Jury Duty), or Neal will talk with the merchants at their meeting at Bamboo at 5 pm about the status of the station. You are invited to attend if you like. Also, we will have a booth at the Kohala Country Fair on October 4. David Ebrahimi is coordinating our booth, with his tent, Bob's table, and hopefully three or four fold up chairs from the Center (ok Christine?). Bob will register and pay the \$150 fee. Volunteers include Karl, Jim, Boyd, Mary Sellin, and Neal will bring his equipment to do recording and "on air" sessions at the booth. Additional volunteers are welcome: please call contact David at debrahimi@hawaii.rr.com. For both of these events we should keep a count of the number of people we talk to, and get the name, telephone number and email address of anyone who wants to join the group or receive the meeting notes. Bob met with 23 merchants on Sept 9, fielded a lot of questions, and had some good discussion about the station. No naysayers. David, Karl, Neal, Annalene, Boyd, Mary and Jim, an all star crew, talked to over 60 people, and recorded station announcements with many fair goers at our booth, and collected about 20 questionnaires. Boyd talked to about 100 fair goers on the fair grounds. A very successful outreach to the community. **Karl gave Bob the forms and we added 16 new member volunteers to our list as a result of the fair event. Welcome aboard to all of you!**

Site Selection & Occupancy Chris H. and David are temporary coordinators. Members include David, Bennett, John S., Chris H., and Doug. Len and Jason. Locating an acceptable office and studio, acquiring leases for the office and antenna site, ongoing maintenance and housekeeping. This is one of the first priorities at this point.

Studio: We ruled out these locations: 1) two houses next to Kohala Coffee Mill -- owned by Sugiyama family, 2) three rooms at Kohala Village Inn, at mauka end of Building B, 3) Jim Sargent's office behind the Village Inn building, and the front makai section of Luke's. We agree that "community visibility" was an important factor in locating our studio (the bill board factor), as well as ample parking, the cost to ready the site for occupancy, and the ongoing rental cost and conditions. Based on these criteria, we opened discussions with the LLC which owns the building beside the new Sunshine Hardware in the gym. John Sullivan reviewed various layouts for the new studio space next to the new Sunshine Hardware location. We selected layout option # 4, with 1400 sq ft. Chris H. reported that negotiations are underway for a lease at this location and going well. Chris H. has a draft of the lease. We discussed various ways to help the LLC make needed repairs for the building in return for a lower rent payment in the first several years of the lease looking for a November 1 start date, with 3-6 weeks of work to ready our section of the building for occupancy. We continue to discuss and fine tune the lease with Glyn, and clarified the range of \$/sq ft, as well as the offer to obtain a reduced price on the roofing materials which will benefit the LLC, and an offer to install the new roof in exchange for a lower

lease rate in the first several years of the lease. We are targeting late June to finalize the lease and do the roofing work. Expected occupancy is currently November 1, 2014. We continue to negotiate the details of this lease. We have a deal on the in-kind offer for the roofing and this work will take place in the September time frame, and we'll need to agree on how the in-kind savings will be spread over the lease term. We are close to agreement on all other points including external signage by the drive way on Akoni Pule, microwave dish on the gym, the possibility of solar, and our needed renovations as well as our own electrical sub-meter. Chris H. will update us at our next meeting. Chris gave us the update on the lease and the roofing job which will get underway when John S. returns in August. Glyn will provide a check to John for the roofing materials and has asked for a written proposal from John. We agreed that we want to have a signed lease before the roofing job begins. We agreed that 85 cents per square foot will work for us and that Chris could go ahead and finalize a lease agreement for presentation at our August 28 meeting, and the lease would start on September 1, with a nominal amount paid until we actually occupy the building on January 1, 2015. The roofing "in-kind" and material savings would reduce our rent by about \$500 a month for the first three years of the lease. We would begin our work inside the building after the roof is completed, hopefully in late September or early October. Chris gave us an update from Honolulu: the lease we have been reviewing did not pass muster with Greg Chilton and is being reviewed and adjusted by Glyn. A meeting with the LLC is planned for next week. Chris does not think this is a major roadblock, just a temporary delay and format change which will keep most all of the important agreements in the lease intact. The term of the lease may be an issue. Occupancy now looks more like October 1. We have a signed lease with the agreements we negotiated earlier intact effective October 1. The new roof **was completed** by October 11, and remodeling the interior will begin shortly. This work will consume all of October and into November as well. Starting with our next meeting on October 23, we will be meeting at the new studio. Please bring your own chair. If you need directions, please email Bob at bobmartin@hawaii.rr.com. **We are now covered by liability insurance for the studio and the antenna site.**

Antenna: We are looking hard for a better antenna site which could dramatically improve coverage. Approximately 27 sites within a mile long corridor running 800 feet elevation between mid-Hook Road to the east and near Kynnersley Road west-side lots to the east have been screened, including the water department site. We are working two sites in parallel, one on Mike Krosky's land near the gulch on the east side of his property, and the Hawaii Dept. of Water Supply Hawi Well No. 2 site off the Kaauhuhu Road just at the turn mauka going to the transfer station. Both sites are complicated: Mike's property has no power, and the Water Dept's site may be encumbered by challenging negotiations. However, the working group is confident that one of these two sites will work.

In April we determined the height of the antenna site on Mike's property but ironwoods seem to block the line of sight availability for the microwave link to the studio. Our next step on this site will be to determine what is blocking the view and to trim those trees if we can. With the help of a nifty RealTours Hawaii drone, Bob showed a series of photos which show that when we remove the blocking tree we will have a clear microwave line of sight from the MK antenna site and the gym roof.

Concerning the Water Supply well site, we have an informal hand-shake agreement with the head of Dept of Water Supply to erect a tower on the Well No. 2 site. We met with the DWS staff to on April 28 to begin drafting a written agreement between DWS and the Resource Center with a deadline of presenting this agreement to the DWS Water Board on June 24. We've made good head way and have a draft of the memorandum of agreement. We expect another meeting with DWS and Corporation Counsel. Bob explained that Corporation Counsel is requiring an EA on the Well site before the MOA can be approved, and that DWS is unwilling to pay for the EA which will cost approximately \$20,000 and take a year or more to complete. Based on this turn of events, the Site Selection and Occupancy Working Group recommended that the DWS site be moved to the back burner and the Mike Krosky site become our primary target. This recommendation was approved in our meeting and represents a major turning point for KNKR. This decision triggers three initiatives: 1) we'll file with the FCC to change our antenna location to the MK site along with our request to change our

frequency from 96.5 to 102.5 (see Item 1 in these notes for an overview of the need for a frequency change), 2) we'll immediately clear the microwave path with some tree trimming on Surety's property (Bill S. agreed to this on July 18) and create a temporary test site in the 85 foot tree at the MK site, and 3) take steps to map out with a planning expert the strategy and steps, including the location of the tower and shed considering solar power, the floor plan and elevations for the shed, and the location of the backup generator, plus fencing, all of which will be needed to obtain the necessary COH permits to establish a permanent antenna and tower on the MK site. The engineering study for the new antenna site and the new frequency was completed on August 9, and as a result a local test of available channels (frequencies) was completed on August 15 with Channel 241 -- frequency 96.1 will be applied for in the upcoming filing. We determined that the average terrain height is actually 756 feet, not 800 feet, and we need to identify a site at that elevation instead of the site we have been considering, and that the proximity of Upolu Airport will cause or antenna height to be significantly lower than planned unless we can find an existing structure (a tree qualifies) to use as an antenna. We are in discussions with Surety Kohala on a Memorandum of Agreement to use a tree on their property, hope to sign this agreement within two weeks and file our request with the FCC by the end of the month. We have an agreement with Bill Shontell and Surety concerning our new antenna location, and will get the final wording of the MOA worked out this month. **We completed the access portion of the agreement and worked out all of last minute issues: we have a signed MOA.** In the meantime, the tree provides a clear view of the gym roof. Our engineer is doing the study and our FCC filing to amend our Construction Permit for a new frequency, 96.1, and a new antenna site, should be done in the next several weeks. We expect a response from the FCC within 60 days from filing. We have also applied for insurance for the two sites this month. We filed our amendment request with the FCC on Sept 11, and our application was granted on September 22nd. **We also have a studio and antenna site plan in the making with a step by step set of studio improvements and preparation for both in the making with a target completion by later this year. The first meeting of the working group on this subject will be Thursday Oct 30 at 4pm at the studio.**

Technical Members include: John, David, Len, Bob, Neal and Doug. Engineering, equipment needed, costs, antenna, maintenance, utility, telephone, internet costs. Doug Sweet, a long time radio executive in Portland, OR with contacts in Kohala has volunteered to help us with engineering, the equipment list, and studio layout, and other technical "getting started" issues. In answer to a question from the group, Doug says that we will not be required to have a 1st Class licensed engineer. Doug Sweet gave a tutorial session to talk about his two equipment lists for those interested on Tuesday Feb 11 at 4 pm at the Resource Center for about 2 hours. This working group is awaiting the selection of the antenna site. Beginning in late October this group will take up the task of selecting our equipment and preparing for ordering. If all goes well, we will be prepared to begin ordering and installing equipment before year end, depending of course on adequate funding. See fund development working group below. **Doug Sweet has agreed to help us construct a list of the equipment purchases for this year (consistent with our budget -- see Accounting working group below) and act as our agent with the equipment vendors getting us the best deals. The technical working group will review and approve a final list prior to purchases.**

Public School Coordination Members include Alan B., Janette, Chris Michaelis, and new member Sheria Rosenthal. Coordinate all school radio work with main group and with other working groups. Chris M. noted that he's been talking about Kohala Radio with students and they like it and are excited by the opportunity. Chris M. emailed us that he and some of his students have been working on potential call signs. See item 5. below. See Publicity and Outreach working group above for updates of outreach at the schools. Jeanette appointed Fern White and Coleen Pasco as her coordinators for the high school. They are looking at the prospect of creating an accredited course at the school for broadcasting. Wendy Nickl and Chris Michaelis represent the middle school. All of these reps will be involved in the radio programming plans. See the Programming Working Group notes for further updates on the school programs. **Alan reported that Chris M. now has a working studio setting at the Middle School and it is generating interest in radio broadcasting. Alan also suggested that the school could just set a target date for getting some programs recorded and**

they would be available for broadcast when KNKR goes on the air. He got a lot of yes's on that suggestion. Another suggestion was that we have a server to allow our music collection, when available, to be accessed from the schools for programming purposes.

Fund Development Members include Robyn (willing to write our master proposal), Bob, David, Karl, Neal, Alan T., Robyn and Karl will be temporary coordinators for this department. Funding research, writing the master proposal, major donors, local campaigns to residents and businesses, underwriting sponsorships, on-air campaigns in community, and other as needed. Robyn will prepare the Master Proposal, Bob and Karl will edit, and Robyn will do the research on sources of grants. Bob indicated that tax deductible donations could be made to the North Kohala Community Resource Center for the Kohala Radio and encouraged group members to do so. We have identified over 30 Foundations which have given to public radio in Hawaii in the past and these are being screened to determine those who will entertain a proposal from us. The master proposal has been completed. The group was asked to consider making a pledge to Kohala Radio as Charter Members of the station. Additionally, the Fund Development platform is beginning to take shape. It will include 1) Charter or Founding Member Pledges, 2) Ongoing Member signups with annual or semiannual on-air campaigns, 3) 1 or 2 events per year, 4) Underwriting and business support, and 5) Grant seeking from appropriate Foundations. Robyn is contacting KKCR (Kauai Community Radio) seeking input on what has been helpful in their fund development over the years. Robyn sent an email requesting pledges to all group members on March 7 and reported that about 30% of the group members have responded with \$5,000 in pledges. Bob urged those have haven't responded to do so soon. He also offered that if friends and family members wanted to be Charter Members of North Kohala Radio, they were welcomed to submit a pledge to Robyn at robyskudlarek@gmail.com. Responses with a "no pledge at this time" indication would also help us know when to stop bugging you. Robyn and Bob talked about the upcoming grant application to the Atherton Foundation in July, and Robyn will have a rough sketch of the application schedule for the next 12 months at our next meeting. Bob shared the foundation funding schedule this year, which starts with applications to funders on July 1, and will continue all year long with about ten applications. Bob provided a detailed update concerning fund development which was attached to the July 17 notes. Margaret Wille has indicated that she wants to contribute from her discretionary fund and requested our mission statement and budget was provided on April 17. Bob and Christine Richardson met with Cindy Evans, our state representative, and she will support our filing for a Grant in Aid with the state for \$75,000 next year payable in 2016. We also received \$250 from a local donor this week. We will be applying for a grant from the Dorrance Foundation in late year, and should begin hearing about our three pending proposals this month. HEICO granted \$5,000 of our requested \$25,000, and encouraged us to come back next year when we're operational. Boyd suggested contacting the Cooke Foundation, which Bob will do. Thanks Boyd. Our Cooke application is scheduled for January 2015. Atherton granted \$10,000 contingent on a signed lease and an MOA for the antenna site. Bob will talk with the County Council on Wednesday October 15 to help pave the way for Council funding through Margaret Wille. And, November will be our Pledge collection month. Robyn will manage that process. We want to collect those funds in time to use them for our equipment needs. **The Atherton contingency has been met and the \$10,000 grant has been awarded. We have a commitment from Margaret Wille for \$2,000, and as a reminder, Robyn will be calling in the pledges in November with emails to all who pledged. If you didn't pledge and want to be a Founding Member, you can give a tax deductible donation with a check to the NKCRC with a note on the check naming KNKR as the beneficiary. We could really use the money this year for equipment! Additionally, we still have three or four major funding opportunities in the hopper for this year.**

Programming Broadcast programs and schedules, recording and practice schedules, managing broadcast volunteers. Members include Karl, Robyn, Neal, Alan T., John S., Len, David, and Jim. Annalene, Christopher L, John G added to this working group at the March 13 meeting. Doug's Volunteer Guide was passed around on Jan 23 and interest in it was noted. It's available as an attachment in an email from Bob earlier in January, or Bob will send a copy to you upon request. Karl agreed to coordinate the Programming Working Group and has

already emailed the group. Karl organized the first meeting of this group. A good opening discussion about this important task occurred, with excellent suggestions from Neal and others. The consensus is that we will need considerable input from the community, and how to accomplish that is up for discussion. Efforts to make contact with Kauai radio have been unsuccessful. Jason will try to contact his friend who is a DJ for the station. We also need to coordinate with the schools about how they want to schedule their time, and hopefully have a representative from the schools at the next meeting of this group. Karl will email the group with the date. A second meeting of the group resulted in taking a more detailed look at the 6 am to 11 am. If you are interested in participating in KNKR as a broadcaster, or have ideas about the program, now is the time to join this group and get your oar in the water. The next meeting of the Programming working group is scheduled for May 20th, 5 pm, and will focus on the programming period from 11 am to 4pm. Karl gave an update on the progress of the programming working group. They are looking at how to find the volunteers and how to schedule them and accommodate their schedules. Clearly classes will be needed to train volunteers on the use of our studio and equipment along with our expectations -- a training curriculum with clear standards. Chris M said that the middle school students would produce programming on a recorded basis, but the high school students probably would be more apt to produce live programming. Some of the daily schedule has been completed, other parts are still being considered. The next meeting of the Programming Group will be at the Resource Center on Tuesday July 29 at 5 pm. Please come to this meeting if you are interested in participating in this important work. Karl reported a good discussion of the document from NFCB called New Station Dos and Dents, passed out copies to the group, and indicated that this approach to developing a program made sense and would become the focus of his group going forward. A copy is attached and all recipients of these notes are encouraged to read it. It was attached it to July 31 meeting notes. I think it can have a profound impact on KNKR's chances of success. Let Bob know if you would like a copy. We discussed programming and the use of syndication as programming material. We can use syndicated programming, however we pledged in our application to originate local programs at least 8 hours a day, and to maintain a publicly accessible main studio that has local program origination capability, is reachable by telephone, and is staffed at least 20 hours per week between 7 am and 10 pm. Re-broadcasts of originated programming counts in the 8 hour a day pledge. The next meeting of the Programming Working Group will be on Tuesday September 16 at the Resource Center, 5 pm. Neal Conan suggested checking out WCAI, a station located in Woods Hole, Ma, as an example of a local station with excellent programming, home of the Moth Radio Hour, and good drop-ins, two minute information capsules on interesting things in their area. You can get this station streaming on line. Karl led another spirited conversation about the programming meeting on Sept 16. The group is getting deeper into the questions and details of our program, and will be working towards a mission statement that will form the bedrock of the programming we want the station to have for the community. We talked about a wide range of issues and about how to get answers to specific programming related questions from the NFCB website. The energy emerging from the group for establishing a community pleasing and a community building inclusive program for KNKR is invigorating. The next Programming meeting will be held at the studio on Tuesday October 21 at 5 pm. If possible, please bring a chair. **The programming working group continues to heat up. Karl reported that the time has come to finalize the core mission or vision for KNKR, and to begin to set in place a structure and clear guidelines on how the mission will be used to make decisions on all of our programming efforts. The core group of volunteers for this work is Karl, John S., Len, David E., Annalene, and Bob, and will meet for the first time on Tuesday Oct 28 at 5pm at the studio.**

Accounting Members include Bob. Opening bank account, arranging for an EIN, budgeting, at least a short financial business plan, bookkeeping, tax preparation if needed, ongoing analysis of financial condition and recommendations for changes as needed. Checking account open, with \$350 in bank with Bob and David as signers. Bob will continue to coordinate this area, set up a QuickBooks account and begin working on budget in late February. A working draft of the capital and operating budget for 2014, 2015, and 2016 has been prepared and was provided at the meeting. This two page document represents a "back of the envelope" business plan for the next three years, and will be updated regularly to reflect new input. If you missed the meeting and want to see a copy email Bob at bobmartin@hawaii.rr.com. A copy of the current budget is available upon request to

Bob. The new address for KNKR is P. O. Box 190778, Hawi, HI 96719. We are now Associate Members of the National Federation of Community Broadcasters (\$225 annual dues until we go on air). If you want to use this site for any research on behalf of KNKR, let Bob know and he'll provide the sign in instructions. Our QuickBooks record is set up and ready to go and we'll begin to see P&L's and Balance Sheets in coming meetings. **Bob handed out the first P&L for KNKR showing transactions for the year through October 23, along with a conservative income and fairly accurate expense forecast for the year with the resulting cash likely to be available for site prep at both the studio and antenna site and equipment purchases, see attached.**

6. Our next meeting dates:

Thursday Nov 13, and Dec 4, all 5pm at the new studio location. It's located next to the new hardware store, also known as the old Hawi Gym. Please bring a chair. All meetings are geared to end as close to 6:15 pm as possible, if not earlier. Come and bring a friend to help.

Two attachments follow on the next two pages: North Kohala radio P&L through October 28, 2014, and funding and expense forecast for rest of year as of October 23, 2014.

2:59 PM
October 28, 2014
Accrual Basis

North Kohala Radio
Profit & Loss
January through October 2014

	Jan - Mar 14	Apr - Jun 14	Jul - Sep 14	Oct 14	TOTAL
Income					
Donations	0.00	100.00	1,250.00	50.00	1,400.00
Operating Grants	0.00	0.00	6,000.00	0.00	6,000.00
Total Income	0.00	100.00	7,250.00	50.00	7,400.00
Expense					
Bank Charges	19.00	0.00	0.00	0.00	19.00
Dues and Subscriptions	0.00	0.00	225.00	0.00	225.00
Fiscal Sponsorship Fees	0.00	0.00	588.00	0.00	588.00
Insurance	0.00	0.00	0.00	2,049.24	2,049.24
Lease	0.00	0.00	0.00	350.00	350.00
Public Relations, Outreach	0.00	0.00	150.00	0.00	150.00
Supplies	0.00	0.00	190.00	0.00	190.00
Total Expense	19.00	0.00	1,153.00	2,399.24	3,571.24
Net Income	(19.00)	100.00	6,097.00	(2,349.24)	3,828.76

Determining the Amount available for Site Preparation at the Studio and the Antenna, and for
Equipment Purchases in 2014
As of October 23, 2014

Funds Pending for 2014 - Conservative View

1. Hawaii Electric	\$5,000
2. Atherton	\$10,000
3. Cades Foundation estimated	\$3,000
4. M. Wille	\$2,000
5. A. Foundation estimated	\$5,000
6. Pledges	<u>\$15,000</u>
Total	<u>\$40,000</u>

Some additional funds may be received from a major donor, and other local donors. The total amount is approximately \$5,000, but is not counted in this Conservative View.

Current Cash Flow View through March

A. Expense Forecast Through March 2015

Fees	\$3,200
Rent	$\$350 + 350 + 3 \times 838 = \$3,214$
Utilities	$\$450 + 100 \times 3 = \750
Website	<u>\$50 ?</u>
Total	<u>\$7,214</u>

B. Cash Available for Studio prep, Antenna site prep, and our first equipment

Current cash balance	\$3,829
Plus Funds Pending	<u>\$40,000</u>
Total	<u>\$43,829</u>

Less Expense Forecast	\$7,214
Less Contingency Fund	<u>\$4,000</u>

Equals Funds Available for 2014 studio prep, antenna site prep and equipment	<u>\$32,615</u>
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