

KBOO Foundation Finance Committee

May 23, 2019

4:30pm at KBOO

Present:

MacRae Bogdanov (Finance Coordinator), Gene Bradley, Marc Anderson, Dan Shramek (Board member)

Facilitator: MacRae Bogdanov

Note taker: Dan Shramek

Monthly Financial Reports

MacRae reviewed the April financial reports, including the Current Cash Position, End-of-Year (EOY) Projections, and Cash Projection reports. She noted reduced projected FY19 revenues for Underwriting Income and Grant Income, as well as increased projected FY19 expenses for a one-time staff bonus (which is being negotiated) and human resources consulting. Much of the HR consulting work has been for recruiting and facilitating the new station manager hiring process.

We discovered a line item in the EOY Projections report for Grant Expenses that MacRae will remove from the operating budget and projections.

The current projected operating deficit for the fiscal year ending in September is larger than expected. We discussed several budgeted expenses that we could postpone until we can improve our fundraising, include promotional advertising, bumper stickers, and possible some development fundraising expenses. MacRae will speak with staff to discuss our current operating deficit and its implications, and continue to collaborate with them on operating expenses we might postpone.

Gene suggested that we review the projected expenses for the HR contractor and postpone or eliminate any that are not critical. We will discuss this with the interim Station Managers and seek ways to reduce these projected expenses.

We discussed the cash flow projections. MacRae noted that, based on our projections and the seasonality of our monthly revenues, it is likely that we will need to access the Operating Reserves in the coming months to provide operating liquidity until our Fall Membership Drive. She will adjust the cash flow projections based on our discussion to determine the amount and timing of the potential liquidity need.

FY20 Budget Planning

We discussed the timeline and next steps for the development of the 2019-20 annual budget, which will include October 2019 through September 2020. MacRae will work with staff to project the FY20 revenues by line item in the coming weeks and distribute the projections to the committee for review. We will discuss any potential modifications at or before the next committee meeting.

Meeting adjourned – 6:00pm

The Finance Committee will meet next at KBOO on **Thursday, June 20th** at 4:30pm.