

WEFT Board of Directors Meeting  
 May 23, 2016, 7:00 pm  
 Lincoln Building, 44 E. Main St., Champaign  
 Rm 421

	Board Members		Guests
X	Vicki Niswander (VN), chair	X	Bruce Zimmerman (BZ)
	Al Kurtz (AK), Vice Chair	X	Ed Mandel (EM)
X	Mark Niswander (MN), Secretary	X	Lainey Emmons (LE)
X	Sandra Ahten (SA), Treasurer	X	Todd Hunter (TH)
X	Barb Trumpinski-Roberts (BTR), at-large	X	Connie Hunter (CH)
X	Andrew Cardinal (AC)	X	Kevin Elliott (KE)
	Don Davis (DD)	X	Doug Olive (DO)
X	Andie Eisemann (AE)	X	Gina Palusa (GP)
X	Robert Gattermeir (RG)	X	Fred Segovich (FS)
X	John Parker (JP)		

1. Call to Order 7:05 VN
2. Introductions – completed.
3. Approve Agenda – Some changes made to the proposed agenda. BTR moves, JMN seconds. Acclamation.
4. Public Comment – KE expresses that conflict is innate at WEFT. Conflict resolution process and other mechanisms are available but WEFTies are defiant and don't like being told what to do. This can result in a hostile environment for employees. The BOD should moderate listserves.

RG says that nobody will sink WEFT except WEFTies. Too much focus on negatives. We need to determine what brings us to WEFT and come together to improve.

CH says we need to have a list of the positives that have happened over the past 9 months. CH has seen progress like never before. People need to be part of the solution rather than dumping on the few workers. Emails are rude and discouraging.

BZ says WEFTo is a manifestation of what we have seen at WEFT - a remarkable lack of respect for people. Half the airshifeters don't read WEFTo because it's too negative. BZ is committed to maintain and improve the infrastructure so airshifeters can do their jobs better. Over past 3 years things have

been more positive. Typically we're inelegant in rolling out change. Change is episodic at WEFT due to the volunteer structure. The Station Manager has spoon-fed changes in the past. We must be more intentional with change.

BTR says the Prog. Committee needs to be more active in the change process.

5. Approve minutes from last meeting (4.25.16) BTR moves, AC seconds. Acclamation.
6. Board Chair Report
  - A. Member Election Update – VN reports that no candidates applied.
  - B. Review of April Action items – Actions completed.
7. RRT report – SA (report attached).
8. Treasurer's Report – SA (report attached).
9. Reports (All standing reports should be provided in written form at least 48 hours in advance of the meeting)
  - A. Committee Reports (PC, Music, Building, Engineering, PR, Finance, Digital Library, HR, Community Shares, Underwriting, Pledge Drive) -- Meeting tomorrow about programming quality and airshifter contract at WEFT. Other reports attached.
  - B. Staff Reports (Office Administrator, Services Coordinator, Operations) – Reports attached.
10. New Business
  - A. Review of BOD resolutions – AE moves to discuss the reaffirmation of the BOD resolutions. AC seconds. Acclamation. AE points out that the RRT is a committee of the BOD and as such should be open to the Members, Associates, & BOD members. Bylaws 6.15 and 10.01 cited. Much discussion ensued. TH suggests abolishing the RRT and have the Executive Board serve in the RRT's stead. RG moves this suggestion, AC seconds. Acclamation. BOD resolutions are discussed and modified. Modified resolutions are provided at the end of this packet. AC moves to table approval to next meeting, JP seconds. Acclamation.
    - B. Listserve management – VN moves to have WEFT moderated by RG and assisted by staff. JP seconds. Acclamation. A plan (flow chart) will be developed to designate how emergency communications, committee info, substitutes, complaints/suggestions will be covered.
    - C. Content, requirements for underwriting (FCC, WEFT bylaws) – Subcommittee of JP, AC, and AE created to develop an Underwriting policy and guidelines for WEFT.
    - D. Policy and contracts for airing underwriting – see resolution from above item.
    - E. Bank account signers – SA moves to authorize LE as signer on bank accounts. JP seconds. Acclamation.
11. Old business – WEFT Bylaws – item tabled.
12. Fundraising – Fall Pledge drive scheduled.
13. Adjournment – SA moves, JP seconds. Acclamation.

Action Items		
What	Who	When
Include finances in minutes/packet.	MN	6/1/16
Send NFCB link to BOD	VN	6/1/16
Find out numbers from U of I survey.	SA	
Post WEFT mission at station.	VN	

Future items:

Bylaw compliance and possible revision  
 Board job descriptions  
 Board Training  
 Community Advisory Board  
 Building Use Contract

WEFT Board of Directors Meeting  
 April 25, 2016, 7:00 pm  
 Lincoln Building, 44 E. Main St., Champaign  
 Rm 421

	Board Members		Guests
x	Vicki Niswander, chair	x	Megan Rushing
x	Al Kurtz, Vice Chair	x	Lainey Emmons
x	Mark Niswander, Secretary	x	Bruce Zimmerman
x	Sandra Ahten, Treasurer		
x	Barb Trumpinski-Roberts, at-large		
x	Andrew Cardinal		
	Don Davis		
x	Andie Eisemann		
x	Robert Gattermeir		
x	John Parker		

1. Call to Order -- VN @ 7:05
2. Introductions
3. Approve Agenda -- AK moves, RG seconds. Acclamation.
4. Public Comment – AK reads criticism of WEFT BOD on wefto but people don't attend BOD meetings to voice their opinions. BTR says some have simply given up. RG encourages people that want change to run for the BOD.
5. Approve minutes from last meeting (3.28.16) – JP moves, BTR seconds. Acclamation.
6. Board Chair Report – VN discusses the 10 hour per week Underwriting position. Interviews were held. Job was opened to WEFTies. None applied. One satisfactory applicant.
7. RRT report – SA reports that podcasts hosted on SoundCloud and iTunes. Any show can be uploaded. Beginning with Literary Life, Black Lives Matter, and Disability Beat. No copyrighted music allowed. BZ discusses Radio Free America (RFA). This service allows WEFT to post shows for up to 2 weeks then automatically removed. WFHB Bloomington, IN is using it. It's free and hands off. Currently WEFT's stream is on the low-end of recording quality and cost to upgrade is several hundred dollars plus \$20/month. SA moves to pursue RFA, RG seconds. Acclamation.  
 SA reports that Donor Snap database is incompatible with QuickBooks. Need Constant Contact email

software. Nation Builder software is compatible. Jay Schubert is currently helping the IMC and is willing to consult with WEFT in this regard. Meeting with him scheduled for April 28 at 5:30pm.

8. Treasurer's Report – currently up to date though February.
9. Reports (All standing reports should be provided in written form at least 48 hours in advance of the meeting)
  - A. Committee Reports (PC, Music, Building, Engineering, PR, Finance, Digital Library, HR, Community Shares, Underwriting, Pledge Drive)
  - B. Staff Reports (Office Administrator, Services Coordinator, Operations)
10. Old business
  - A. Member Election Update – No nominees received to date. Open until May 18. Will make announcements on air of openings.
  - B. Community Advisory Board – AE cites relevant sections in Bylaws. Recommends setting goals, meeting frequency, topics, themes, mission, and information needed from WEFT. VN comments that we need to invite people and set a time and place. SA asks what we do with the advice given. Discussion ensues. Meeting date set for August 30 at 7:00pm at WEFT.
  - C. Building Use Contract – No information.
11. New Business
  - A. Recording/webcasting board meetings – AK moves to make AE the official person to record and stream meetings. AC seconds. Acclamation.
  - B. Officer resignation/replacement – SA offers her resignation as Treasurer effective at the May 2016 BOD meeting. SA cites too many other current responsibilities but will get the books in order for turnover. Can we possibly recruit a treasurer to the BOD?
  - C. U of I survey – Link sent out. Some returns received. We will have access to data after May 6 and may ask the U of I to keep the survey up longer for more results.
12. Fundraising – SA and Kevin Elliott hosting a house concert fundraiser partnered with another non-profit on May 5.
13. Adjournment – AC moves, BTR seconds. Acclamation.

Action Items		
What	Who	When
Create announcement to air for BOD Member election.	VN	April 27, 2016

Whereas we understand that the situation of Prairie Air Inc., is such that WEFT will only continue to operate in the future if there are changes in major areas of the operation including strategic planning, the funding model, governance and the programming model. As a board we

1. Resolve to explore ways to keep WEFT, Prairie Air, Inc. financially solvent by seeking guidance and outside consultation from, but not limited to, NFCB/Sally Kane (who will consult as a free service to NFCB members up to a limited point), Nan Holdin (founder of the CPB and founder of the NFCB, who has also offered to donate consultation time) as well as Danielle Chenoweth (past WEFT board member, founder of the UCIMC, former project manager at Prometheus Radio Project, now at Center for Media Justice who is willing to donating her \$120/hour consulting fee).
2. Resolve to explore every means necessary to keep WEFT a terrestrial (not just virtual) radio station, while at the same time being responsive to the changing media delivery landscape.
3. Resolve to consult with professionals including bankers, property managers and/or real estate developers to determine plans that include (a) keeping the building and creating another an income stream from the building, (b) leveraging the building for operating cash; (c) being prepared to sell the building.
4. Resolve to develop a new funding model that includes less percentage of its balance on pledge drives and traditional grants.
5. Resolve to develop, brand and promote WEFT around local concerns and productions.
6. Resolve to understand and clarify who we are serving so that we can respond to them with programming that will compel them to listen and to be involved as supporters.
7. Resolve to evolve our programming so that we have more sustaining members while staying true to our mission.
8. Resolve to clarify our mission.
9. Resolve to work with other community organizations especially other public media to share resources and bring more voices to the air in as fiscally responsible manner as possible.
10. Resolve to commit ourselves to making the volunteer experience at WEFT a positive experience.
11. Resolve to empower a Rapid Response Team (RRT) that can act to carry out the above resolutions without getting approval for individual actions, but rather by developing a plan and budget that are adopted by the BOD and then reporting on adherence and success with that plan and budget to the BOD on a monthly basis.
12. Resolve that the plan that is formulated and carried out by the RRT will be called WEFT

Vision 2020 so that we can convey to our community partners as well as our members and associates that we are directing changes at the station that will carry us into the future with an innovative and a sustainable strategic plan.

The RRT will in essence be working within the By-Laws by using a team approach as the General Manager position as described in the By-Laws.\* The goal of the RRT will be to show improvement in the station finances over the current approved budget of 2016 within one year and to have a positive cash flow by year end 2017. The Station Manager's salary will be included in the budget. A goal of the RRT will be to develop a staff of paid workers and volunteers who can maintain a functioning fiscally sound station without the RRT by year 2018.

The RRT will include three members who will make decisions by consensus when possible or by 2/3 majority. The BOD Chair will be one team member. The BOD chair will appoint two other members of the BOD, who have business experience, especially writing a business plan, implementing a business plan and working with budgets. Or marketing research or marketing experience, Non-profit governance experience or community/public media experience beyond their experience at WEFT. The appointees shall be willing to be available several times per week for email consultation and decision making (prefer daily) and at least weekly for a team meeting. The BOD

Lainey Emmons  
Services Coordinator  
Productivity Report for the Board  
Submitted: May 21, 2016

Meeting: May 23, 2016

Committee Meetings Attended:  
Program Committee  
Public Relations Committee

Volunteer/Community Outreach Events:

- The Land Connection Farmer's Market (Lainey Emmons)
  - Very successful. Great networking
- Spring Fling at Red Herring (Denise Curia)
- May Day (Sandra Ahten, Doug Olive, Aisha Conor Gaten)
- Rupert Wates House Concert (Kevin Elliot & Sandra Ahten)

Upcoming:

- Homer Soda Festival
- Freedom Celebration Parade
- WEFT Fest
- Quad Day

Various Admin Tasks:

- Created the Intern Manual and held orientation for 4 Interns
- Added 3 new intern's to WEFT's team. We now have Willie (Podcast intern), CiCi (Business Admin Intern), Shelby (PSA Intern), Nathan (Non-Profit Admin & Special Events Intern), Tara (Public Relations Intern), & Charlie (Live & Local Music Intern)
  - Charlie will be working with Mike Feldman and Todd Hunter to create a WEFT Sessions Compilation CD by Fall Pledge Drive
- Entering & Reconciling all Spring Pledges into Quick Books (VERY large & time consuming project to track deposits/invoices)
- Entering all April & May paid bills
- Implemented sign in books for Public Affairs Shows & Music program guests. This will help with grant writing



- Helped Dillon getting established with Underwriting process, reviewed staff manual, tax forms
- Took over book keeping (processed 1 road of payroll)

Received a quote for painting the interior lobby of the station from Shaw's Premier Painting. Approximately \$1300, asked if he would do an "in kind donation" for underwriting

Have 2 drop in/pod cast show proposals in the works (Garth McMains, Adam Wisnewski)

Goal:

My goal after completing the Spring Pledge drive book keeping I plan to create and develop a strict system for future pledge drives. Training materials, procedures, and forms need reevaluated. The current system is much too difficult to track and leaves ample room for error on many levels. I will create new pledge forms, deposit forms and protocol, invoicing plans, entry procedures, etc...

## **WEFT Board of Directors Report**

Megan Rushing – Office Administrator 5.23.2016

### **Administrative:**

- WEFT Weekly Essentials is now available in print form in a binder for everyone to review or refer back to.
- Meeting and continual review of Nation Builder software
- New non-profit administrative intern, Nathan, started work with us and will be interning on a part-time basis throughout the summer.
- Continuation of postings on Instagram. We currently have 41 followers.
- Review and organization of financial processes with Lainey.
- Updating donor information in DonorSnap per the Spring Pledge Drive
- Work with PSA intern to ensure better formatting and content

### **Development:**

- Premiums have been mailed from the Spring Pledge Drive
- Cleaning up donor list in DonorSnap based on returned postcards from Spring Pledge Drive mailing has been completed
- WEFT Fest and Fall Pledge Drive Committees have started in preparations for the events this fall
- Initial WEFT Fest planning, brainstorming and possible locations
- Implementation of Underwriting Constant Rotation

### **Operations and Training:**

- Continuing updating and processing of day sheets, operations log, underwriting announcements and others.
- Updating of drop ins on USB thumb drives

## **\*\* FACILITIES:**

- The exhaust fan for the front studio has been cleaned and the associated flex duct has been rerouted to reduce airflow resistance. I caused a lot of dust to be blown onto the top of the studio when I did this so I need to again vacuum up there. I will likely also take the flex duct outside and blow it out as it holds 10 years of dust.
- The WEFT banner which was located on the east elevation of the front office was moved to the north (brick) wall of the studio. It is attached with small velcro fasteners and should be able to be taken down and moved easily.
- Speaker on WEFT facade - I contacted the City of Champaign to find out about rules governing our putting a speaker on the front of our building. The apartment on the second floor of the building to the south of us and Dave Monk's apartment on his second floor govern how loud we can play our speaker as residences near commercial locations govern loudness. It will need to be pretty quiet/directional as residences are not supposed to be able to hear it very clearly. I will seek volunteers to help design and implement a configuration which will meet the time of day and loudness guidelines along with the electrical isolation needed. At a minimum we will need to acquire a speaker to implement this. We may have some of the other needed components in hand. Hope to implement this during Q3 2016
- 90% of the vines have been removed from the facade of WEFT. I'll need to block the sidewalk off to pedestrians to get the last of the vines off as the ladder will be obstructing the sidewalk whilst I am working up high. All aluminum and glass on the facade has had a spring cleaning.
- I was looking for something in the music room in the basement and noticed a variety of wires hanging from the ceiling. I determined they could all be stuffed up into the joist bays. I did some minor cleaning while in there including the removal of a very old copier. It is now sitting near the other recyclables in the main basement room. Heavy. I would very much like to get CTC in to completely clean the patch wall in the music room as I believe much of the material in that area is either dead or deprecated.

OPEN ITEM: Have all fire extinguishers inspected and tagged. - Due Date: 30 June 2016

OPEN ITEM: add some kind of basic emergency, loss of power egress lighting in the basement near the stairs. - Due Date: 30 June 2016

OPEN ITEM: The anti-scald device under the bathroom sink has failed in some way such that hot water is migrating into the cold water feed line and thus there is no cold water available. This has evidently been broken longer than my 2 years here. I will either repair, replace or by-pass the faulty device sometime in the next few months. I have not determined if the device is required by ADA. I may also replace the sink faucet with a taller 2 handled faucet so people may more easily fill drinking containers. Due Date Q3 2016

OPEN ITEM: When last our sprinkler system was inspected we were dinged for the 2 problems which have been the same two for some years I am told. - Due Date: Q3 2016

1) there is some electrical conduit suspended by wire from a sprinkler pipe on floor two. I will fix this prior to our next inspection in September of this year.

2) some of our sprinkler heads lack a metal finish ring where they penetrate the drywall ceilings. This ring is to prevent fire from spreading up via the hole the sprinkler pipe comes through. We may be able to fire

caulk them.

OPEN ITEM: Safety concern about the ramp on the front of the building. The edge of the ramp and landing is no longer well identified/painted. I have purchased paint and a roller to re-mark the edges there. - Due Date: 30 June 2016

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\*\* IT:

- Our streaming rate is now 128kbps - up from 96kbps. A 33% increase in quality of streaming content for our listeners. This allows Radio Free America to record our shows at a higher quality as well. 128kbps is the basic "good" quality for on-line radio stations. If we go much higher we will likely need to offer two streams so that folks with lower quality connections can connect at 96kbps and others at the higher rate.

- Radio Free America - WEFT programming is now being made available for on demand listing via Radio Free America. The recording aspect seems to be working properly. I am correcting errors in the schedule as they are discovered. Response time is not as good as I had experienced when testing with WFHB. Not sure if they have added other stations and thus their servers and network are being loaded. I have asked for info on performance issues. About 20 of 68 accounts have been initialized and data added to them. I have no access to accounts once I create them so I do not know how many air shifters have responded to the invitation and logged it. In all cases I sent to their email address of record at WEFT.

- The second studio computer is fully functional. Bob P. has suggested I swap it out with another one we have in house so the environments are identical save for Zara. I will investigate doing that some time in the next few months.

- I replaced the safety cords on the mics in the front studio to allow them to be positioned more easily. I also used medium strength lock-tite on the retaining bolts which hold the shock mounts on the boom arm. I also tried to tighten the nuts on the two guest mics so they will stay in position and not drift.

- I followed the instructions in the ENDAC (Emergency Alert System) manual to clear a fault condition. It failed several self tests but finally passed all tests and is again working properly.

- A Windows admin friend of mine has agreed to help me with some of our Windows and IT tasks this summer. I am working up a project list. I will be asking a network admin if he might join us for some of the work as well.

- This week Fred will be preparing the Q2 SoundExchange report for submission.

OPEN ITEM: Replace failed power supply in transmitter. DUE DATE: 2016 We ran with a bad power supply for over a year previously so there is no emergency need to replace it. Cost will be just of \$1800.00 plus our shipping costs to send back the bad unit. So close to \$2000.00.

OPEN ITEM: replace KVM cable - Due Date: Q3 2016

OPEN ITEM: replace the streaming/recording server - Due Date Q3 2016

OPEN ITEM: Work with Dave W. to learn how to refresh the Zara music playlists.

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\*\* ADMIN:

- My friend who had indicated he would be able to help with fundraising had a sudden large order for a speciality product he periodically manufactures and is filling that order now. He hopes in a few weeks time to become active in a fund raising role.

## Resolutions of the WEFT Board of Directors

Adopted on June 27, 2016\*

Whereas we understand that the state of Prairie Air Inc., is such that WEFT will only continue to operate in the future if there are changes in strategic planning, the funding model, governance and the programming model. As a board we:

1. Resolve to keep WEFT, Prairie Air, Inc. financially solvent by seeking guidance and consultation from NFCB, and other local, state and national experts.
2. Resolve to keep WEFT a terrestrial radio station, while at the same time being responsive to the changing media delivery landscape.
3. Resolve to consult with professionals including bankers, property managers and/or real estate developers to determine plans for the best financial use of 113 N. Markets St., including options such as (a) creating another an income stream from the building, (b) leveraging the building for operating cash; (c) selling the building.
4. Resolve to develop a new funding model that includes less percentage of its balance on pledge drives and traditional grants and increased community support such as underwriting.
5. Resolve to develop, brand and promote WEFT around local concerns and productions.
6. Resolve to understand and clarify who we are serving so that we can respond to them with programming that will compel them to listen and to be involved as supporters.
7. Resolve to evolve our programming so that we have more sustaining members while staying true to our mission.
8. Resolve to clarify our mission. "WEFT is an accessible, responsible and responsive radio alternative serving the diverse communities of radio listeners in East Central Illinois."
9. Resolve to work with other community organizations especially other public media to share resources and bring more voices to the air in as fiscally responsible manner as possible.
10. Resolve to commit ourselves to making the volunteer experience at WEFT a positive experience.
11. Resolve to empower the Executive Committee of the board to carry out the above resolutions without getting approval for individual actions, but rather by developing a plan and budget that are adopted by the BOD and then reporting on adherence and success with that plan and budget to the BOD on a monthly basis.
- 12 . Resolve that the plan that is formulated and carried out by the Executive Committee will be called WEFT Vision 2020 so that we can convey to our community partners as well as our

members and associates that we are directing changes at the station that will carry us into the future with an innovative and a sustainable strategic plan.

The Executive Committee will be working within the By-Laws by using a team approach as the General Manager position. The goal of the Executive Committee will be to show improvement in the station finances within one year and to have a positive cash flow by year end 2017. The Station Manager's salary will be included in the budget. A goal of the Executive Committee will be to develop a staff of paid workers and volunteers who can maintain a functioning fiscally sound station without the direct oversight of the Executive Committee by year 2018.

The Executive Committee includes the Chair, vice chair, secretary, and treasurer of the WEFT board, as well as a member elected at-large. Members will make decisions by consensus when possible or by a simple majority.

\*These revised resolutions replace those adopted by the board on Oct. 26, 2015.

Prairie Air Inc.  
**Profit & Loss**  
October 2015 through April 2016

05/23/2016  
Cash Basis

Ordinary Income/Expense	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	TOTAL
<b>Income</b>								
Spring Pledge Drive 2016	0.00	0.00	0.00	50.00	0.00	10,255.10	8,620.10	18,925.20
4-2000 - Member Support	4,043.97	1,859.01	7,724.58	3,444.85	25.00	1,075.20	1,892.90	20,064.61
4-3000 - Fundraisers - Special Events	606.58	45.11	1,955.06	0.00	0.00	0.00	0.00	2,606.75
4-4000 - Business Support	1,300.00	1,560.00	1,195.00	0.00	0.00	0.00	0.00	4,055.00
4-3000 - Interest Income_108	0.00	1.49	1.49	1.49	0.00	0.00	0.00	4.47
<b>Total Income</b>	<b>5,950.55</b>	<b>3,464.61</b>	<b>10,875.13</b>	<b>3,496.44</b>	<b>25.00</b>	<b>11,330.30</b>	<b>10,513.00</b>	<b>45,656.03</b>
<b>Gross Profit</b>	<b>5,950.55</b>	<b>3,464.61</b>	<b>10,875.13</b>	<b>3,496.44</b>	<b>25.00</b>	<b>11,330.30</b>	<b>10,513.00</b>	<b>45,656.03</b>
<b>Expense</b>								
6-1000 - Personnel	551.48	551.48	1,023.43	570.13	272.49	0.00	171.00	3,140.01
6-2000 - Administrative	60.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
6-2500 - Utilities	1,420.84	1,267.08	1,171.40	321.03	991.83	1,147.89	1,675.75	7,995.83
6-3000 - Postage & Shipping	25.09	189.80	160.54	7.45	3.94	0.00	813.62	1,190.44
6-3500 - Office Supplies	30.51	141.89	0.00	0.00	14.61	10.89	123.35	321.05
6-3750 - Printing	8.82	208.00	532.89	162.85	0.00	0.00	80.00	982.56
6-4000 - Public Relations	0.00	0.00	0.00	0.00	0.00	0.00	117.31	117.31
6-4250 - Fundraising	0.00	350.96	0.00	0.00	1,359.06	325.30	608.91	2,644.23
6-5000 - Contractual Services	0.00	0.00	0.00	0.00	960.00	120.00	707.10	1,787.10
6-5500 - Dues & Fees	930.00	837.05	176.00	744.00	12.99	797.99	712.99	4,211.02
6-5750 - Bank & Other Charges	11.76	13.46	471.09	3.20	0.00	49.24	135.49	684.24
6-5800 - Engineering	312.95	0.00	233.98	0.00	0.00	0.00	0.00	546.93
6-7000 - Building	687.97	789.21	1,343.97	782.97	1,431.94	1,371.94	2,110.94	8,518.94
6-7500 - Programming Costs	260.00	0.00	260.00	0.00	0.00	0.00	0.00	520.00
6-8000 - Bad Debt	35.00	0.00	0.00	0.00	0.00	0.00	0.00	35.00
6-9000 - Miscellaneous Expenses	0.00	0.00	0.00	0.00	15.00	2,213.16	107.00	2,335.16
66000 - Payroll Expenses	2,933.34	2,933.34	2,933.34	1,748.34	2,932.80	2,068.79	3,295.77	18,845.72
<b>Total Expense</b>	<b>7,267.76</b>	<b>7,282.08</b>	<b>8,296.64</b>	<b>4,339.97</b>	<b>7,994.66</b>	<b>8,105.20</b>	<b>10,659.23</b>	<b>53,945.54</b>
<b>Net Ordinary Income</b>	<b>-1,317.21</b>	<b>-3,817.47</b>	<b>2,578.49</b>	<b>-843.53</b>	<b>-7,969.66</b>	<b>3,225.10</b>	<b>-146.23</b>	<b>-8,289.51</b>
<b>Other Income/Expense</b>								
Other Income	1.45	0.00	0.00	0.00	0.00	0.00	0.00	1.45
8-1000 - Interest Income_105	1.45	0.00	0.00	0.00	0.00	0.00	0.00	1.45
<b>Total Other Income</b>	<b>1.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.45</b>
<b>Net Other Income</b>	<b>1.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.45</b>
<b>Net Income</b>	<b>-1,315.76</b>	<b>-3,817.47</b>	<b>2,579.49</b>	<b>-843.53</b>	<b>-7,969.66</b>	<b>3,225.10</b>	<b>-146.23</b>	<b>-8,288.06</b>

11,108 checking acct.



# Business Checking

PNC Bank



For the Period 04/01/2016 to 04/29/2016

Primary Account Number: 46-0731-3669

Page 1 of 4

Number of enclosures: 0

PRAIRIE AIR INC  
PO BOX 1223  
CHAMPAIGN IL 61824-1223

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## Business Checking Summary

Prairie Air Inc

Account number: 46-0731-3669

Overdraft Protection has not been established for this account.  
Please contact us if you would like to set up this service.

## Balance Summary

Beginning balance	Deposits and other additions	Checks and other deductions	Ending balance
13,193.95	11,807.10	7,376.28	17,624.77

## Deposits and Other Additions

Description	Items	Amount
Deposits	2	11,057.10
ACH Additions	7	750.00

Total	9	11,807.10
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## Checks and Other Deductions

Description	Items	Amount
Checks	14	5,284.18
Check Card Purchases	7	881.06
POS Purchases	2	63.92
ATM/Misc. Check Card Transactions	2	27.99
ACH Deductions	6	1,099.14
Service Charges and Fees	1	19.99

Total	32	7,376.28
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## Daily Balance

Date	Ledger balance	Date	Ledger balance	Date	Ledger balance
04/01	12,884.25	04/18	11,029.68	04/25	11,766.25
04/04	12,748.76	04/19	10,590.68	04/26	11,673.26
04/05	12,137.07	04/20	13,977.78	04/27	18,613.26
04/08	12,017.07	04/21	13,347.78	04/28	18,275.97
04/12	11,967.07	04/22	13,329.79	04/29	17,624.77
04/14	11,875.53				

# Business Checking

For 24-hour account information, sign-on to  
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For the Period 04/01/2016 to 04/29/2016  
Prairie Air Inc  
Primary Account Number: 46-0731-3669  
Page 2 of 4

Business Checking Account Number: 46-0731-3669 - continued

## Activity Detail

### Deposits and Other Additions

#### Deposits

Date posted	Amount	Transaction description	Reference number
04/20	3,467.10	Deposit	034257667
04/27	7,590.00	Deposit	038150585

#### ACH Additions

Date posted	Amount	Transaction description	Reference number
04/01	440.00	Corporate ACH Global Dep Global Payments 8788242888625	00016092901912871
04/12	40.00	Corporate ACH Global Dep Global Payments 8788242888625	00016103910058750
04/12	10.00	Corporate ACH Global Dep Global Payments 8788242888625	00016103910058751
04/18	100.00	Corporate ACH Global Dep Global Payments 8788242888625	00016109909587008
04/21	100.00	Corporate ACH Global Dep Global Payments 8788242888625	00016112907329404
04/26	40.00	Corporate ACH Global Dep Global Payments 8788242888625	00016117903885856
04/27	20.00	Corporate ACH Global Dep Global Payments 8788242888625	00016118906385781

### Checks and Other Deductions

#### Checks and Substitute Checks

\* Gap in check sequence

Date posted	Check number	Amount	Reference number	Date posted	Check number	Amount	Reference number	Date posted	Check number	Amount	Reference number
04/05	000	532.69	095408852	04/27	1124 *	670.00	089651191	04/25	1130	685.97	096237041
04/08	000	120.00	035024761	04/25	1125	191.60	095528298	04/26	1131	120.00	089093502
04/12	1115 *	100.00	041071613	04/21	1127 *	171.00	089781949	04/20	1146 *	80.00	034257668
04/18	1121 *	398.15	095685035	04/21	1128	559.00	089781939	04/25	5348 *	685.97	096237042
04/18	1122	532.70	095601176	04/19	1129	437.10	095676205				

#### Check Card Purchases

Date posted	Amount	Transaction description	Reference number
04/01	749.70	7656 Debit Card Purchase USPS 16143108229309572 Champaign Il	16554910090397656092
04/14	23.44	7656 Debit Card Purchase Big Lots Stores - #043 Champaign Il	86162910090397656105
04/14	2.18	7656 Debit Card Purchase Dollar-General #2277 Champaign Il	86161910090397656105
04/19	1.90	7656 Debit Card Purchase CVS/Pharmacy #08683 Champaign Il	14034910090397656110
04/28	28.00	7656 Debit Card Purchase U Of Il Online Payment 217-2449384 Il	30380910090397656119
04/28	71.48	7656 Debit Card Purchase Staples Champaign Il	30379910090397656119
04/28	4.36	7656 Debit Card Purchase Minutekey 800.539.7571 Woodland Hi Ca	30378910090397656119

# Business Checking

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For the Period 04/01/2016 to 04/29/2016

Prairie Air Inc

Primary Account Number: 46-0731-3669

Page 3 of 4

Business Checking Account Number: 46-0731-3669 - continued

## POS Purchases

Date posted	Amount	Transaction description	Reference number
04/14	45.93	POS Purchase USPS 161428082 Champaign Il	POS29310999 1316007
04/22	17.99	POS Purchase USPS 161431082 Champaign Il	POS29309598 1550920

## ATM/Misc. Check Card Transactions

Date posted	Amount	Transaction description	Reference number
04/18	15.00	7656 Recurring Debit Card Ady*Soundcloud 775-2378175 Ca	37154910090397656109
04/26	12.99	7656 Recurring Debit Card J2 *Evoice 866-76181	97339910090397656117

## ACH Deductions

Date posted	Amount	Transaction description	Reference number
04/04	135.49	Corporate ACH Global Stl Global Payments 8788242888625	00016095904644737
04/05	79.00	Corporate ACH Purchase Donor Snap 30248541	00016096907947422
04/28	162.77	Corporate ACH EDI Pymnts Il Dept Of Reven 16Whf000168945	00016119909061198
04/28	70.68	Corporate ACH EDI Pymnts Il Dept Of Reven 16Whf000168946	00016119909061200
04/29	399.81	Corporate ACH Weft Agera Energy 35657454	00016120902206786
04/29	251.39	ACH Web-Single Comcast Comcast 3020670911	00016119910921203

## Service Charges and Fees

Date posted	Amount	Transaction description	Reference number
04/14	19.99	Check Printing Fee	00016104005117134

## Detail of Services Used During Current Period

Note: The total charge for the following services will be posted to your account on 05/02/2016 and will appear on your next statement as a single line item entitled Service Charge Period Ending 04/29/2016.

Description	Volume	Amount	
Account Maintenance Charge		.00	Requirements Met
Combined Transactions	50	.00	Included in Account
ACH Credits	7	.00	Included in Account
ACH Debits	6	.00	Included in Account
Checks Paid	14	.00	Included in Account
Deposited Item - Consolidated	21	.00	Included in Account
Deposit Tickets Processed	2	.00	Included in Account
Branch - Consolidated Cash Deposited	3	.00	Included in Account
Total For Services Used This Period		.00	
Total Service Charge		.00	

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