

# Action Items Going Forward – Between IFPD and MHRC

## For WNKI 578-1610 AM – per Agreement

Prepared December 2, 2014

1. MHRC Board voted to hold a Special Meeting in December in order to approve the agreement. MHRC is normally off during the month of December.
2. MHRC general membership is set to vote on Agreement December 11, 2014.
3. IFPD has 20 days to reconcile WNKI Books – due December 31, 2014.
4. MHRC has 60 days to approve and accept Books. – due February 28, 2014.
5. MHRC to obtain a DBA – “WNKI 578 – 1610 AM”. Any out of pocket costs incurred by MHRC or its members will be reimbursed by WNKI 578.
6. Transfer of funds from IFPD to WNKI 578-1610 AM.
7. Switch billing address and account (auto pay) details for Verizon Phone Lines.
8. Establish inventory and value of current WNKI 578 equipment.
9. Form sub committees within the MHRC to support WNKI; Technical, Operations, Budget, Volunteer and Publicity – Public Awareness.
10. Review yearly and historic budgets along with income sources.
11. Technical review of Station installation, proposed up-grades and associated costs.
12. Outline for and Draft an Operations Manual.