

## **MINUTES OF THE KGNU BOARD OF DIRECTORS MEETING**

**Monday, June 9, 2014**

**700 Kalamath, Denver, CO**

### **Board Members Present:**

Barry Gilbert, Chair

Meredith Carson, Vice Chair

Joy Barrett, Treasurer - via phone

Chris O'Riley, Secretary - via phone

David Wilson, Ex-Officio, non-voting

Robin Van Norman

Jon Walton

Liz Lane

Gavin Dahl

Risë Keller

Ken Fricklas

### **Guests:**

Marge Taniwaki

Arleigh

Jeanie Brisson

Dave Ashton

Louis Wolfe

John Jackson

Steven Wright

### **6:10 Pm- Meeting called to order by Barry Gilbert.**

**PUBLIC COMMENT:** John Jackson asked that we emphasize our Sustainer of Local Radio (SOLR) membership and said that online access to After FM is a great way to get KGNU out to the global community.

David said that we are working on making it obvious on our website member page and that we have tried to integrate it into our fundraising outreach twice a day. There is a graph of our SOLR membership (currently at 800 members) in the pledge drive phone answering area at the Boulder station.

It was suggested that when we have a Board meeting there be a sign on the door of our Boulder or Denver studio that states that there is a Board meeting scheduled and which room it is in.

### **STATION MANAGERS REPORT: David Wilson**

#### **Summer Membership Drive**

We initially planned on a summer mini-drive from Thursday, July 10<sup>th</sup>, to Sunday, July 13<sup>th</sup> with the goal of \$30K. After further analysis, we have decided to add another day to the drive

(Wednesday, July 9<sup>th</sup>) in order to more realistically achieve our goal. We are currently just under \$170 K from the spring membership drive.

### **Program Guide**

We expect to publish and distribute our new Program Guide by the last week of June or first week in July. We are also updating our pocket guide.

### **Staffing**

We have posted the position for a Digital Content Manager and will take applications through June 23<sup>rd</sup>. We hope to be doing interviews by the week of July 7 and to hire someone by the end of July. Jon Schaefer, Maeve, and David are on the hiring committee and David is looking for additional people to join as well.

We are planning a potluck retirement party for Joel Edelstein for July 24<sup>th</sup> at the Boulder station. Please join us to celebrate Joe's many contributions to KGNU.

### **Events**

Our annual **Plant Sale** on Sunday, June 1<sup>st</sup> was a great success, raising over \$1700. With the abundant amount of plants left over, we raised an additional \$300 following the sale, taking the overall plant sale total to \$2040. It was planned and run mostly by volunteers.

Our next major event is the **Charles Mountain Jam**, schedule for Sunday, July 20<sup>th</sup>, at the Gold Hill Inn. The current lineup includes Matt Flinner Trio, the Railsplitters, and Bonnie and the Clydes. Tickets are on sale now through our website. The Events Committee is coordinating and volunteers can sign up at the station or email [events@kgnu](mailto:events@kgnu). This year, if you bake and donate three pies, you get in free. The pies can be dropped off beginning the day before the event. Board members are encouraged to attend.

**Bike to Work Day** is June 25<sup>th</sup> and KGNU is a bike station. Wally is coordinating the event if you want to volunteer. We have two mechanics this year and Maeve will be interviewing that morning.

KGNU is having a fundraiser at **Watercourse Foods**, at 800 17<sup>th</sup> Street on Mon. June 30<sup>th</sup>. If the restaurant makes \$7000.00, KGNU will receive 10% and up from there, on a sliding scale. Watercourse offers 100% vegan food. The information is on the KGNU website, but to make a reservation, you can call 303-832-7313.

### **BUDGET COMMITTEE REPORT: David Wilson for Joy Barrett**

Attached please find the station's budget for the first seven months of this fiscal year, through April 2014. Below are some general observations:

- 1) Corporation for Public Broadcasting (CPB) Funds - we have yet to receive the remaining \$36k from CPB, but are expecting it to come this month. The payment got delayed because we had to provide some additional information as part of our financials and the annual survey.

- 2) Underwriting is still below our goal, at only 45% of budget; however it looks like we will see an increase in May. David & Kenneth have been working to renew some of our contracts along with reaching out to previous underwriters. The reality is that some of our large underwriters don't have the same budget this year.
- 3) We received the 2013 health insurance reimbursement from the 990 in April, which posted to Employee Benefits. This category continues to be well below budget.
- 4) We paid out over \$7,000 in engineering in April but are still well below the budgeted amount for professional fees.

Joy mentioned that the Budget Committee will get together soon to be looking at next year's budget.

There was a brief conversation on underwriting from cannabis dispensaries. David has been talking to other community radio stations about it and will continue to take a more conservative approach unless the Board wants him to be more aggressive.

#### **DISCUSSION OF POSSIBLE BOARD CONFLICTS OF INTEREST: Barry Gilbert**

There was a discussion of whether there was a potential conflict of interest if Board Member Gavin Dahl pursues working with Open Media Foundation (OMF) to obtain a low powered FM (LPFM) license. It was felt that there is no advantage to Open Media Foundation in doing anything that would hurt KGNU. Barry mentioned that Ex KGNU Station Manager Sam Fuqua is now the Board Chair of OMF and Sam felt he didn't think there was a conflict. There was a general consensus that serving on the KGNU Board and the OMF subcommittee was not a conflict of interest as long as Gavin puts KGNU first. We should draft a general policy about this type of thing and have the Bylaws Committee look at it as well.

#### **DISCUSSION OF SECRETARY AND VICE CHAIR POSITIONS:**

There was a discussion of who will fill the roles of Secretary and Vice Chair after the July meeting when Chris and Meredith leave the Board. Chris is willing to advise the person accepting the Secretary role. Risē offered to serve as Secretary. Liz agreed to serve as Vice Chair. A Board vote will be taken next month.

Barry formalized his resignation as Chair of the IT Committee. He suggested that the Board might want to consider whether we should have an IT Committee.

The Board will discuss the Program Committee and its Chair role at the July Board meeting.

#### **NOMINATION OF JON WALTON AS BOARD CHAIR: Barry Gilbert**

Barry nominated Jon Walton for Board Chair. A motion was made to elect Jon as Chair and the motion was seconded. A vote was taken by the Board and Jon was elected as the new KGNU Board Chair.

**OTHER BUSINESS:**

The date of Weds., July 2<sup>nd</sup> from 5 to 8 Pm has been set for the meeting of the Bylaws Committee and the Board to discuss the Bylaws. Board members were asked to read the Bylaws ahead of time and told that they can add notes/questions to the Bylaws document before the meeting. There will be a timeline for public comment and review.

This was Barry's last meeting and everyone thanked him for his six years of service on the Board.

**7:40 PM - Meeting adjourned**

## KGNU Station Manager Report – June 2014

### **Summer Membership Drive**

We are stilling planning on a summer mini-drive from Thursday, July 10<sup>th</sup>, to Sunday, July 13<sup>th</sup>. Our goal is \$30K. We are considering adding another day to the drive (Wednesday, July 9<sup>th</sup>) in order to more realistically achieve our goal.

### **Program Guide**

Program guide is currently with our layout person. We expect to have it published and distributed by the last week of June or first week in July. We are also updating our pocket guide first so that we can start handing it out at events this month.

### **Staffing**

We have posted the position for a Digital Content Manager and will take applications through June 23<sup>rd</sup>. We hope to be doing interviews by the week of July 7 and to hire someone by the end of July.

We are planning a retirement party for Joel Edelstein for July 24<sup>th</sup> at the Boulder station. It will be a potluck.

### **Events**

Our annual plant sale on Sunday, June 1<sup>st</sup>, was a great success, raising over \$1700. We expect to raise a few hundred extra dollars with sales from the abundant amount of plants left over after the June 1<sup>st</sup> event.

Our next major event is the Mountain Jam, schedule for Sunday, July 20<sup>th</sup>, at the Gold Hill Inn. The current lineup includes Matt Flinner Trio, the Railsplitters, and Bonnie and the Clydes. Tickets are on sale now through our website.

Best,  
David

## **Development Committee Report for June Board Meeting:**

The last two meetings of the Development Committee have been spent working on the Capital Campaign brochure which is close to complete. "KGNU in 3D - Digital, Durable, Dependable"

The committee is also looking at finding a restaurant to use specifically for the Capital Campaign (like Arugula).

One of the committee members has suggested that we leverage an online, peer-to-peer (p2p) fundraising model that's complementary to our in-person, phone, and mailing tactics in the capital campaign. He explained that this is the fastest segment of the fundraising space, and it's how millennials give. This will require segmenting our potential donor base: board and major donors; members at the minimum; volunteers/casual listeners whose contact info we have, then leveraging the campaign messaging and making specific asks of them (or just giving them the option to donate or fundraise). There will be additional discussions about this in upcoming meetings.

A couple of excellent new members have joined Devcom. I am very enthusiastic about the committee moving forward as the group is very engaged and productive.

Our next Devcom meeting is scheduled for Weds., June 25th at 6 Pm at the Boulder station.

Submitted by Robin Van Norman

**BOULDER COMMUNITY BROADCAST - KGNU**

**Profit & Loss Budget vs. Actual**

October 2013 through April 2014

	Oct '13 - Apr 14	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
BME Affinity Program	392	0	392	100%
Bus & Ind Underwriting	15,713	35,000	(19,288)	45%
Business & Ind Match	4,344	2,975	1,369	146%
Car Donations	16,738	5,835	10,903	287%
Colorado Gives	12,245	12,000	245	102%
Community Shares	2,004	2,919	(915)	69%
Corp'n For Public Broadcasting	71,846	100,000	(28,154)	72%
Grants - Restricted (Program)	10,460	0	10,460	100%
Grants - Unrestricted	12,450	10,000	2,450	125%
Interest & Dividends	692	0	692	100%
Major Gift Solicitations	14,925	8,750	6,175	171%
Memberships	240,199	238,000	2,199	101%
Miscellaneous Income	876	1,460	(584)	60%
Program Guide Ad Revenue	1,090	0	1,090	100%
Raffles	(100)	0	(100)	100%
Special Events	5,148	9,375	(4,227)	55%
Studio Production Time	3,568	4,375	(808)	82%
Volunteer Training Fees	650	0	650	100%
Year End Donations	28,738	26,500	2,238	108%
<b>Total Income</b>	<b>441,977</b>	<b>457,189</b>	<b>(15,212)</b>	<b>97%</b>
<b>Expense</b>				
Grant Expense - Restricted	15,480	0	15,480	100%
Bank Charges	4,761	4,375	386	109%
Cash Reserves	17,500	17,500	0	100%
Commissions	2,667	7,294	(4,628)	37%
Dues & Subscriptions	5,069	6,000	(931)	84%
Employee Benefits	20,535	31,843	(11,308)	64%
Employee Bonus	0	4,000	(4,000)	0%
Employee Search	0	0	0	0%
Fund Drive & Premium	3,618	2,625	993	138%
Special Events Expense	1,538	0	1,538	100%
Hospitality	310	585	(275)	53%
Information Technology	3,806	4,900	(1,094)	78%
Insurance	7,488	13,570	(6,082)	55%
Interest Expense	1,721	1,721	0	100%
Janitorial	1,889	1,740	149	109%
Labor	3,040	0	3,040	100%
Mortgage Interest	9,691	9,685	6	100%
Office	6,301	7,000	(699)	90%
Outreach/Promotion	3,404	2,919	485	117%
Postage	4,342	4,375	(34)	99%
Production Supplies	1,068	2,044	(976)	52%
Professional Fees	19,734	28,647	(8,913)	69%
Program Acquisition	22,400	22,919	(519)	98%
Program Guide Expense	218	0	218	100%
Rent - AM Tower	18,900	18,928	(28)	100%
Rent - FM Tower	10,840	10,325	515	105%
Rent - Denver Studio	3,551	2,730	821	130%
Repairs & Maintenance	2,483	3,500	(1,017)	71%
FM Salaries	144,478	151,175	(6,697)	96%
AM Salaries	13,585	12,474	1,111	109%
Satellite Interconnect	8,380	8,000	380	105%
Storage	455	440	15	103%
Taxes - Other	162	0	162	100%
Taxes - Payroll	14,276	12,785	1,491	112%
Telephone	11,987	11,669	318	103%
Travel & Conferences	687	1,750	(1,063)	39%
Utilities	10,124	10,941	(817)	93%
<b>Total Expense</b>	<b>396,488</b>	<b>418,459</b>	<b>(21,971)</b>	<b>95%</b>
<b>Net Ordinary Income</b>	<b>45,490</b>	<b>38,730</b>	<b>6,760</b>	<b>117%</b>
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