

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

**Monday, September 9, 2013**

**4700 Walnut St. Boulder, CO 80301**

### **Board Members Present:**

Barry Gilbert, Chair

Meredith Carson, Vice Chair

Joy Barrett, Treasurer

Ken Fricklas

Robin Van Norman

Jon Walton

### **Board Members Absent:**

Chris O'Riley, Secretary

David Wilson, Ex-Officio, non-voting

### **Guests:**

Liz Lane

Guy Erickson

### **6:06 pm-Meeting called to order by Barry Gilbert**

#### **PUBLIC COMMENT:**

Liz Lane advised the Board that she had applied for Board membership and that this was the 2<sup>nd</sup> board meeting she had attended. Joy followed up to say that she would be forwarding her application to the Board soon.

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

##### **Transition**

David's first day as station manager was Thursday, August 29, 2013. He's been working to get up to speed and connect with the volunteers. Sam Fuqua and David are meeting on a weekly basis to discuss different aspects of management. Shawna prepared many helpful documents for David to help facilitate the transition.

Roz Brown drafted a press release regarding KGNU hiring a new station manager which will be sent out as soon as David returns from vacation on September 16th. Joel will have Barry and David on A Public Affair on Monday morning September 30th to discuss the recent hire.

##### **Fall Drive**

Things are progressing well for the fall drive. We'll be sending out the second reminder letter in mid September.

## **Engineering**

Evan and David are meeting in mid September with two possible replacements for our former engineer Mike Pappas. Joey Kloss has agreed to help out on an interim basis, but because of his work at KUVO he can't be our primary engineer. We are also looking for volunteers with an electrical background to help build an in-house engineering team.

## **Staff Hiring**

Our first hire will be for an engineer and we will then work on hiring a replacement for Shawna's position, with input from the strategic on how the new position will be defined. Currently, Wally, Nikki, and Dave Ashton have all taken over different aspects of Shawna's job. We hope to have someone hired by February 1, 2014.

## **BUDGET COMMITTEE REPORT: Joy Barrett**

Budget – Joy highlighted a few things on the budget as follows:

- Special events total is lower because we won't have the Chomsky event this year.
- Information Technology expenses at \$8400 seems high to both Joy & Mike Massa, so Mike will review this figure.
- Professional fees include engineering, accounting, attorney's fees, and auditing fees.

The budget does not include raises for any of the staff, but there will be 4 to 6 months without a full time FTE which will give us some financial flexibility.

A motion was made to pass the FY14 budget "as is" with a caveat of flexibility depending on when we fill Shawna's position. A vote was taken by the Board and the FY14 budget was approved.

## **STRATEGIC PLAN: Jon Walton**

Jon will send the draft plan to the Board this week for review, and then a three hour special closed door meeting to discuss the plan will be scheduled. At the meeting, the Board hopes to review, discuss, and finalize the draft so that it can be shared with the community. Jon suggested a two week review period for public comment, then approval at the following Board meeting.

After some discussion it was decided that the priority would be to discuss the plan strategy at the next special meeting, and look at the management of the plan at a second meeting if there is not enough time at the first meeting. Jon requested that any Board member who can't be at the special meeting either call in or mark up the document with changes and send that to him prior to the meeting.

Jon sees the Strategic Planning committee continuing after the plan is approved and presenting action items to the Board on a quarterly basis. The Board would approve any amendments or additions to the plan.

**OTHER BUSINESS:**

Barry checked into the banking issue and found that the Bank of Denver does not need to receive the Board minutes in order to add David as a signatory on KGNU's Bank of Denver accounts.

It was discussed that the transition of new Station Manager is going well. The Board and ExCom will work with David on the new hire for Shawna's position, which should be no later than March 1st.

**7:51 pm - Meeting adjourned**

## **Station Manager Report September 2013 Transition**

My first day as station manager was Thursday, August 29, 2013. I've been working to get up to speed over the past two weeks, along with catching up with many people and meeting people I haven't met before.

Sam and I are meeting on a weekly basis to get me to discuss different aspects of management. Shawna and I also worked together before she left; she prepared many helpful documents for me to help facilitate the transition.

Roz Brown drafted a press release regarding KGNU hiring a new station manager. We'll send this out the week I return from Alaska. Joel will have Barry and me on a public affair on the Monday morning magazine on September 30<sup>th</sup> to discuss the recent hire.

I'll be out September 7<sup>th</sup> to 16<sup>th</sup> in Alaska. My first official day working full time will be September 17<sup>th</sup>.

## **Fall Drive**

Things are progress well for the fall drive. We'll be sending out the second reminder letter after I return from Alaska.

## **Engineering**

Evan and I are meeting with two possible replacements for Mike Pappas the week I return from Alaska. Joey Kloss has agreed to help out on an interim basis, but because of his work at KUVO, he can't be our primary engineer. Joey has helped us fix the minor problems found in the mock inspection in August and things are generally in good shape with both transmitter sites.

Evan and I have also been working together to better handle the day to day upkeep of our equipment. We also keep our eyes and ears open for volunteers with an electrical background to help build an in-house engineering team.

## **Staff Hiring**

Our first search will be for an engineer as discussed above. We will then work on hiring a replacement for Shawna's position. I would like to get some input from the strategic plan before drafting the job description. Wally is doing a good job with overseeing some of the outreach aspects of Shawna's job. Nikki and Dave have also taken over some of the other areas that Shawna previous did. I will work on more of the development aspects so that all aspects of Shawna's job continue to be covered on some level. We should have someone hired by 1 February 2014.

David Wilson