

MINUTES OF THE KGNU BOARD OF DIRECTORS MEETING
Monday, January 13, 2014
4700 Walnut St. Boulder, CO 80301

Board Members Present:

Barry Gilbert, Chair
Meredith Carson, Vice Chair - via phone
Chris O'Riley, Secretary
David Wilson, Ex-Officio, non-voting
Joy Barrett, Treasurer
Ken Fricklas - via phone
Robin Van Norman
Liz Lane

Board Members Absent:

Jon Walton

Guests:

Jim Pullen
Marge Tanawaki

6:04 pm-Meeting called to order by Barry Gilbert

December 2013 minutes approved

PUBLIC COMMENT: None

STATION MANAGERS REPORT: David Wilson

Fundraising Updates:

As of the end of 2013:

- We raised \$230,000 from the fall membership drive; our budget goal was \$200,000.
- We raised \$34,000 through our end of year campaign; our budget goal was \$26,500.
- We raised \$12,500 from Colorado Gives day, falling a bit short of our \$13,900 goal, but above our budget goal of \$12,000.

10 for 10 Update:

Over 100 people came to the first of our 10 for 10 events celebrating 10 years on the air at 1390 AM. We raised \$700 through the record sale as part of the Holiday Open House at the Denver station. Next on the agenda is a comedy event at the Deer Pile on February 7 in Denver.

Other Events:

Our annual Mardi Gras event with Colorado Friends of Cajun Zydeco will happen March 1st at the Avalon Ballroom. Mountain Sun's annual benefit for KGNU, Funky Good Times, is scheduled for February 1 at the Boulder Theater.

Community Advisory Board:

The Community Advisory Board met on Thursday, January 9, in Boulder for its semi-annual meeting. The minutes for that meeting will be provided once they have been reviewed by the CAB members. We discussed the cross promotion of programming as well as several issues brought up by volunteer Jim Pullen.

Engineering Update:

- We are back up to full power at the FM transmitter site after replacing one of the power modules.
- We did an inspection of the antenna in December and found a few things that need to be fixed, including fixing a leak in the transmission line. Our engineer also recommended additional grounding. The work on both of these items should happen this month.
- Our engineer is going to work to equal out our volume so there isn't a dip in volume when you tune to KGNU compared to other stations.
- We replaced the power supply for the HD equipment at the Boulder studio and are now broadcasting our HD FM signal once again.

Retreat Agenda:

Here is the agenda for the annual retreat scheduled for Saturday, January 25th at the Denver station.

KGNU ALL STATION RETREAT

Saturday, January 25, 2014 - 9:00 AM – 4:00 PM
700 Kalamath, Denver Station, Upstairs

9:00-9:30 **Bagels & coffee**

9:30-9:45 **Introductions**

9:45-11:45 **Morning Full Group Session: KGNU's 5 Year Strategic Plan, 2014-2018**

Over the past year, KGNU's strategic planning committee met with volunteers, staff, listener-members, and other community members to discuss the future of KGNU. The committee produced a 5 year strategic plan, which the Board approved at its January meeting. Jon Walton and David Wilson will lead a discussion of the highlights of the strategic plan and how it will be implemented and evolve.

11:45-12:00 **Celebrating 10 Years at 1390 AM**

Dave Ashton will discuss the plans for celebrating 10 years of broadcasting at 1390 AM and how you can get involved.

12:00-1:30 **Lunch**

Bring your own or eat at one of the local restaurants in the Santa Fe neighborhood.

1:30-2:30 **Preparing for the next Flood, Fire, . . .**

Jim Pullen will lead a discussion on KGNU's emergency preparation efforts and response. Mike Chard, Director of the Boulder Office of Emergency Management, will discuss his experience during the first few days of the September flood and how KGNU can best contribute to the community during

emergencies. We'll also have a discussion about our experiences during the September flood.

2:30-2:45 KGNU's 2014 Capital Campaign

David Wilson will provide an overview of KGNU's capital campaign including the improvements we plan to make.

2:45-3:00 Break

3:00-4:00 Workshops

Social Media - Wally Wallace will discuss how to use social media to connect with KGNU.

KGNU's Comrad System – Improve your understanding of the comrad playlist system. Barry Gilbert will lead this refresher to help you use the system more effectively.

KGNU Promos – Joel Edelstein will discuss how to better promote your programs and others through the use of promos and the promos@kgnu.org email.

Garden of Community – Dave Ashton will discuss the Garden of Community project and how you can get involved.

BUDGET COMMITTEE REPORT: Joy Barrett

The Profit & Loss (P&L) Budget vs. Actual for the first two months of FY 2014, i.e., October & November, 2013 will be attached to the minutes that are posted on the website. The Budget Committee is scheduled to meet again on Thursday, January 23, 2014 at 4:00 p.m. at the Boulder station. During that meeting, our accountants will share with us the Profit & Loss Budget vs. Actual through December, 2013, as income and expense numbers are expected to be finalized by then.

There are several line items in the attached P&L that warrant explanation.

- 1) As we spoke about in our budget meeting, Underwriting is off to a slow start but could very well catch up as the year progresses.
- 2) There are no major gifts to report as of 11-30-13, but \$5000 is showing for Dec., bringing this above target. We have also received some further major gifts in the new year and are on track to well exceed our goal.
- 3) Labor consists of payment for pledge drive support and Sam for helping David with transition.
- 4) Denver Rent – Sean and Wally vacated their shared space with us in November. We got a rent reduction from Denver Open Media as a result, but will probably still be a bit over budget for this line item.

5) Bank Charges, Postage, and Office all appear high due to pledge drive expenses and should even out as we proceed through the FY.

6) Professional Fees – There were no major payments for engineering as of Nov. 30, 2013. We expect the engineering costs to start coming in soon. We received our first invoices from our engineer in December.

STRATEGIC PLAN VOTE: Barry Gilbert

The Board met on January 8th to go over feedback from the volunteers and staff and incorporate some of the feedback into the plan. The Board went into closed session to discuss matters including those related to individual employees with respect to the plan.

An open vote was taken by the Board at the present meeting (January 13) and the strategic plan was adopted. Thanks to Jon Walton and all the members of the committee for their work on developing the plan. The Board will discuss the maintenance of the strategic plan at the February Board meeting. The plan will be reviewed and updated on either a quarterly or semi-annual basis, with oversight guided by the Strategic Planning Committee.

OTHER BUSINESS: None

6:35 - Meeting adjourned.

KGNU Station Manager Report – January 2014

Fundraising Updates

As of the end of 2013, we raised \$230,000 from the fall membership drive; our budget goal = \$200,000. We raised \$32,000 through our end of year campaign; our budget goal = \$26,500. We raised \$12,500 from Colorado Gives day, falling a bit short of our \$13,900 goal, but above our budget goal of \$12,000.

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Other Events

The planning for our annual Mardi Gras event with Colorado Friends of Cajun Zydeco is going well; it will happen March 1st this year at the Avalon Ballroom. Planning for Mountain Sun's annual benefit for KGNU, Funky Grooves, is also going well and is scheduled for February 1 at the Boulder Theater.

Community Advisory Board

The Community Advisory Board met on Thursday, January 9, in Boulder for its biennial meeting. I will provide the minutes for that meeting once they have been reviewed by the CAB members. We generally discussed different aspects of our programming, including the cross promotion of programming. We also discussed several issues brought up by volunteer Jim Pullen.

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We are back up to full power at the FM transmitter site after replacing one of the power modules. We did an inspection of the antenna in December and found a few things that need to be fixed, including fixing a leak in the transmission line. Our engineer also recommended additional grounding. The work on both of these items should happen this month. Our engineer is also going to work to equal out our volume so there isn't a dip in volume when you tune to KGNU compared to other stations.

We also replaced the power supply for the HD equipment at the Boulder studio. We are now broadcasting our HD FM signal once again.

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-David Wilson

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KGNU Budget Committee Report for January, 2014

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Respectfully submitted,

Joy Barrett
KGNU Budget Committee Chair
And Board Treasurer

BOULDER COMMUNITY BROADCAST - KGNU

Profit & Loss Budget vs. Actual

October through November 2013

	Oct - Nov 13	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Bus & Ind Underwriting	6,455	10,000	(3,545)	65%
Business & Ind Match	719	850	(131)	85%
Car Donations	4,920	1,668	3,252	295%
Community Shares	1,002	834	168	120%
Grants - Restricted (Program)	2,700	0	2,700	100%
Grants - Unrestricted	0	0	0	0%
Interest & Dividends	119	0	119	100%
Major Gift Solicitations	0	2,500	(2,500)	0%
Memberships	68,924	68,000	924	101%
Miscellaneous Income	289	418	(129)	69%
Raffles	0	0	0	0%
Special Events	720	1,250	(530)	58%
Studio Production Time	900	1,250	(350)	72%
Volunteer Training Fees	100	0	100	100%
Total Income	86,848	86,770	78	100%
Expense				
Grant Expense - Restricted	2,769	0	2,769	100%
Bank Charges	2,278	1,250	1,028	182%
Cash Reserves	5,000	5,000	0	100%
Commissions	274	2,084	(1,810)	13%
Dues & Subscriptions	4,289	4,000	289	107%
Employee Benefits	8,173	9,098	(925)	90%
Employee Search	0	0	0	0%
Fund Drive & Premium	1,202	750	452	160%
Special Events Expense	0	0	0	0%
Hospitality	20	168	(148)	12%
Information Technology	612	1,400	(788)	44%
Insurance	4,074	5,145	(1,071)	79%
Janitorial	526	498	28	106%
Labor	2,147	0	2,147	100%
Mortgage Interest	2,901	2,768	133	105%
Office	3,725	2,000	1,725	186%
Outreach/Promotion	410	834	(424)	49%
Postage	2,218	1,250	968	177%
Production Supplies	58	584	(526)	10%
Professional Fees	1,391	6,542	(5,151)	21%
Program Acquisition	5,639	5,834	(195)	97%
Program Guide Expense	0	0	0	0%
Rent - AM Tower	5,400	5,408	(8)	100%
Rent - FM Tower	3,097	2,950	147	105%
Rent - Denver Studio	1,299	780	519	167%
Repairs & Maintenance	912	1,000	(88)	91%
FM Salaries	41,769	43,549	(1,780)	96%
AM Salaries	3,563	3,564	(1)	100%
Satellite Interconnect	8,380	8,000	380	105%
Storage	130	126	4	103%
Taxes - Other	35	0	35	100%
Taxes - Payroll	3,820	3,560	260	107%
Telephone	3,562	3,334	228	107%
Travel & Conferences	242	500	(258)	48%
Utilities	3,253	3,126	127	104%
Total Expense	123,168	125,102	(1,934)	98%
Net Ordinary Income	(36,320)	(38,332)	2,012	95%
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