

MINUTES OF THE KGNU BOARD OF DIRECTORS MEETING

Monday, May 12, 2014

4700 Walnut St. Boulder, CO 80301

Board Members Present:

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

Guests:

Marge Tanawaki
Nile Southern
Jeanie Brisson
Shane Davis
Cathy Fraiser
Arleigh
Risē Keller

6:05 pm-Meeting called to order by Barry Gilbert

April 2014 minutes approved

PUBLIC COMMENT:

Nile commented on the need for improvement concerning on-air pronunciation.
Cathy asked if the recent change to a non-progressive format of 760 am would affect KGNU in any way.

STATION MANAGERS REPORT: David Wilson

-Membership Drives

We have raised \$165,000 as of the beginning of May, which is approximately where we were last year at this time. We have heard from almost 1,500 new or renewing members (10% are new).

We are still planning on a summer mini-drive from Thursday, July 10th, to Sunday, July 13th. This is one day shorter than last year.

-Program Guide

We are working on finishing the content for our 2014-2015 program guide. We expect to have it published and distributed in June.

-Development

The development committee is currently working on a brochure for the capital campaign. We plan to have this finished by mid-June so that we can distribute it at our next Arugula dinner, which is scheduled for Wednesday, June 18th.

-Staffing

We are working on a job description for a Digital Content Manager. We hope to post the job by the end of the month or early June and complete the hire this summer.

-Upcoming Events

We will have a spring outdoor cleanup at the Boulder station Saturday, May 17th, and Sunday, May 18th, from 9 am to 3 pm. All are welcome to come help out. KGNU's birthday is Thursday, May 22nd, and we plan to have an open house with birthday cake served at noon. We're encouraging people to wear KGNU t-shirts on our birthday. Our annual plant sale is Sunday, June 1st, from 9 am to 3 pm at the Boulder station.

BUDGET COMMITTEE REPORT: Joy Barrett

We are close to being on budget for FY14. Our income is almost \$22,000 over budget, while expenses are \$23,000 under budget. Memberships are fairly even with what we expected. Car donations are up.

Underwriting is down from what was budgeted, as we have discussed in previous meetings, due to some restructuring with our underwriting contractors. David & Kenneth have been working together to provide more structure to our rates for underwriters, especially for our larger contracts. They have also been working on renewing some of our larger contracts. They continue to focus on established underwriters that we have a relationship with.

David believes there are still issues with having Cannabis dispensaries as underwriters over our broadcast FM/AM signals because of federal law, but for non-FM/AM broadcast underwriting, such as on After FM and other non-broadcast channels, may be ok. We are working on developing policies for those channels.

STRATEGY COMMITTEE: Jon Walton

The committee met on May 1, 2014. We shared some frustration with google docs/drive. Fighting the learning curve, we will continue to maintain the tracking spreadsheet there because it is our best solution for ongoing management by the group.

Each member presented a status report on his or her respective goal area. No major issues were identified. However numerous goal actions were dependent on the approval of the Bylaws. This is a concern and risk that we will monitor over the coming months.

We agreed on some information that would be useful to our tracking and reporting efforts. Jon made these updates to the shared spreadsheet. We are in the process of developing a charter for the committee to help guide our efforts. Additionally we are reviewing a status reporting template that the committee will use internally as well as for reporting to the board.

Two sets of actions were identified as currently being owned by the board and requiring verification of ownership and status.

Validate Mission Statement alignment to current KGNU values. Ensure that it is relevant.			Board of Directors
	Action 1	Express KGNU Core Values - document them (@ 2014 Retreat)	Board of Directors
	Action 2	Assemble group to assess congruency with current Core Values at KGNU and our community	Board of Directors
	Action 3	Evaluate how our programming supports our Mission	Board of Directors
	Action 4	If necessary, modify Mission Statement, including possibly creating shorter version to facilitate outreach communication	Board of Directors

Ensure public access to and retention of KGNU Meeting Minutes and supporting documentation			
	Action 1	Develop policies for communication and posting of meeting minutes and actions	Board of Directors
	Action 2	Educate Committee Chairs on posting and archiving process and responsibilities	Board Chairman
	Action 3	Develop posting and archiving infrastructure	IT Committee

Arleigh mentioned that the Bylaws Committee will submit the final draft of the bylaws to the Board sometime in June. The presentation and discussion will be at a Bylaws Committee meeting with the Board in attendance. There will be a public comment period before the Board votes to give final approval to the bylaws.

PROGRAM COMMITTEE REPORT: Chris O'Riley

The Committee met on 5/6/14 and discussed the new Spanish Language show, Pasa La Voz, which will be replacing Latino USA. The three producers of the show attended the meeting and talked about the nature of the show. The Committee was enthusiastic about this new program.

The Committee also discussed the proposed program changes for Monday and Tuesday evenings. The changes would include a new one hour Opera music show, the Opera Box, tentatively to be aired at 7pm on Monday. Kabaret would move from Monday to Tuesday from 7 to 8pm, followed by Corriente from 8 to 10pm, and the Heavy Set from 10pm to midnight.

One of the producers of Opera Box and several of the Corriente producers attended the meeting to give their feedback on the proposal.

Chris O'Riley, the current Chair of the Program Committee, will be stepping down from the Committee when his Board term ends in July due to personal reasons. A new attending Board member and Chair for the Program Committee will have to be considered by the Board.

Chris will poll the other Program Committee members to see if any of them would be interested in serving as chair, even if on an interim basis. David said he is willing to facilitate the meeting until a new Chair is approved by the Board. Gavin is interested in joining the committee.

NOMINATING COMMITTEE REPORT: Nile Southern & Arleigh

Barry is leaving the Board in June, Chris & Meredith in July, and Ken & Robin in September. Barry, Meredith, & Chris are all officers on the Executive Committee. Nom Com usually pre canvases the Board in terms of Ex Com officers, but in this case Nom Com is proposing that the Board should immediately discuss new officers who would complete the current term. In November Nom Com will propose a new one-year Ex Com slate as usual.

There was a discussion of possible candidates for Board officers, with no decisions being made at this time.

NOMINATING COMMITTEE: Nile Southern

The Nominating Committee nominated Risē Keller as Board member. The Board then talked with Risē about her interest and commitment to serving on the Board. The Board then went into executive session. A vote was taken by the Board and Risē Kellor was approved as a new Board member.

OTHER BUSINESS:

Gavin mentioned that he is working for Open Media Foundation. He has been asked to serve on a sub-committee on a LPFM station that is being launched by OMF. He wanted to know if that would be a conflict of interest. There will be more discussion concerning this at a future meeting.

8:13 - Meeting adjourned.

KGNU Station Manager Report – May 2014

Membership Drives

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Development

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Executive Committee

The Board's Executive Committee met on Tuesday, May 6th to set the agenda for this board meeting.

David Wilson

Strategy Committee - KGNU
 May 12, 2014

The committee met on May 1, 2014. We shared some frustration with google docs/drive. Fighting the learning curve, we will continue to maintain the tracking spreadsheet there because it is our best solution for ongoing management by the group.

Each member presented a status report on his or her respective goal area. No major issues were identified. However numerous goal actions were dependent on the approval of the Bylaws. This is a concern and risk that we will monitor over the coming months.

We agreed on some information that would be useful to our tracking and reporting efforts. Jon made these updates to the shared spreadsheet. We are in the process of developing a charter for the committee to help guide our efforts. Additionally we are reviewing a status reporting template that the committee will use internally as well as for reporting to the board.

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Program Committee Report 5/12/14

The Committee met on 5/6/14 and discussed the new Spanish Language show, Pasa La Voz, that will be replacing Latino USA. The three producers of the show attended the meeting and talked about the nature of the show. The program will focus on providing information to the Latino community concerning non-profit organizations dealing with housing, employment, community events, education, medical facilities, and immigration issues. The Committee was enthusiastic about this new program.

The Committee also discussed the proposed program changes for Monday and Tuesday evenings. The changes would include a new one hour Opera music show, the Opera Box, to be aired either at 7pm or 9pm on Monday. This would give KGNU a good block of Classical music on Monday evening which would also include the Classical Music show and Present Edge. Kabaret would move from Monday to Tuesday at 7pm, followed by Corriente, and the Heavy Set. Corriente would move from 7 to 8pm and air until 10pm. The heavy Set would air from 10pm to midnight and go from a three hour show to a two hour show. One of the producers of Opera Box and several of the Corriente producers attended the meeting. The Committee discussed these proposed changes and felt that further discussion was warranted.

At the recent Executive Committee meeting on 5/6/14, Chris O'Riley, the current chair of the Program Committee, announced that he will be stepping down from the Committee when his Board term ends in July due to personal reasons. A new attending Board member and Chair for the Program Committee will have to be considered by the Board.

-Chris O'Riley
-Program Committee Chair

BOULDER COMMUNITY BROADCAST - KGNU

Profit & Loss Budget vs. Actual

October 2013 through March 2014

	Oct '13 - Mar 14	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
BME Affinity Program	392	0	392	100%
Bus & Ind Underwriting	13,415	30,000	(16,585)	45%
Business & Ind Match	2,344	2,550	(206)	92%
Car Donations	16,363	5,002	11,361	327%
Colorado Gives	12,245	12,000	245	102%
Community Shares	2,004	2,502	(498)	80%
Corp'n For Public Broadcasting	71,846	70,000	1,846	103%
Grants - Restricted (Program)	10,460	0	10,460	100%
Grants - Unrestricted	10,350	5,000	5,350	207%
Interest & Dividends	617	0	617	100%
Major Gift Solicitations	14,925	7,500	7,425	199%
Memberships	206,820	204,000	2,820	101%
Miscellaneous Income	851	1,252	(401)	68%
Raffles	(100)	0	(100)	100%
Special Events	5,148	8,750	(3,602)	59%
Studio Production Time	3,375	3,750	(375)	90%
Volunteer Training Fees	600	0	600	100%
Year End Donations	28,738	26,500	2,238	108%
Total Income	400,393	378,806	21,587	106%
Expense				
Grant Expense - Restricted	15,233	0	15,233	100%
Bank Charges	3,638	3,750	(112)	97%
Cash Reserves	15,000	15,000	0	100%
Commissions	1,471	6,252	(4,781)	24%
Dues & Subscriptions	4,989	5,600	(611)	89%
Employee Benefits	20,646	27,294	(6,648)	76%
Employee Bonus	0	4,000	(4,000)	0%
Employee Search	0	0	0	0%
Fund Drive & Premium	2,726	2,250	476	121%
Special Events Expense	1,538	0	1,538	100%
Hospitality	310	502	(192)	62%
Information Technology	3,197	4,200	(1,003)	76%
Insurance	5,473	11,885	(6,412)	46%
Interest Expense	1,200	1,200	0	100%
Janitorial	1,729	1,492	237	116%
Labor	3,040	0	3,040	100%
Mortgage Interest	8,287	8,302	(15)	100%
Office	5,683	6,000	(317)	95%
Outreach/Promotion	3,404	2,502	902	136%
Postage	3,601	3,750	(149)	96%
Production Supplies	745	1,752	(1,007)	43%
Professional Fees	12,143	25,376	(13,233)	48%
Program Acquisition	19,723	21,002	(1,279)	94%
Program Guide Expense	0	0	0	0%
Rent - AM Tower	16,200	16,224	(24)	100%
Rent - FM Tower	9,291	8,850	441	105%
Rent - Denver Studio	2,988	2,340	648	128%
Repairs & Maintenance	1,838	3,000	(1,162)	61%
FM Salaries	124,286	130,645	(6,359)	95%
AM Salaries	11,358	10,692	666	106%
Satellite Interconnect	8,380	8,000	380	105%
Storage	390	378	12	103%
Taxes - Other	137	0	137	100%
Taxes - Payroll	12,378	10,682	1,696	116%
Telephone	10,286	10,002	284	103%
Travel & Conferences	262	1,500	(1,238)	17%
Utilities	8,846	9,378	(532)	94%
Total Expense	340,417	363,800	(23,383)	94%
Net Ordinary Income	59,976	15,006	44,970	400%
Net Income	59,976	15,006	44,970	400%