

**MINUTES OF THE KGNU BOARD OF DIRECTORS MEETING**  
**Monday, July 14, 2014**  
**4700 Walnut St. Boulder, CO 80301**

**Board Members Present:**

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

**Guests:**

Jeannie Brisson

**6:04 pm-Meeting called to order by Jon Walton**

Agenda approved.  
June 2014 minutes approved.

**PUBLIC COMMENT:**

Gavin mentioned that he attended the recent Public Media Development Marketing Conference. He will send out a summary of the conference. He will also make available some recordings and PowerPoint files of the conference.

**STATION MANAGERS REPORT: David Wilson**

**Summer Membership Drive**

We held our summer mini-drive from Wednesday, July 9th, to Sunday, July 13<sup>th</sup>. We reached \$24,000 by the end of the drive, towards our goal of raising \$30,000. We still have through September to raise the difference.

There was a 50-50 split between people pledging during news and music. There were 18 new SOLR and 40 new regular members.

*At this point in the report there was a discussion about ways to better our on-air pitching during drives. Ways to do this would be to go back and listen to the archived recordings of the drive, get the word out about our pitch cards, and take some short videos of people pitching to be made available as a teaching tool.*

We updated our donation page in preparation for the drive in order to allow people to sign up as Sustainers of Local Radio (SOLR) to make monthly donations from their bank accounts.

Our fall drive is scheduled for Oct. 8-19th.

## **Program Guide**

We have had a delay with the program guide and pocket guide and are now working with a new design person. We should have both done this month.

## **Staffing**

We have reviewed the candidates for Content Manager position. We plan to interview several of the candidates this week and make a decision by the end of July.

## **Events**

The Mountain Jam happens this 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; ticket prices will increase the day of the event, so we encourage everyone to buy your tickets by Saturday.

We are still planning a retirement party for Joel Edelstein for Thursday, July 24<sup>th</sup> at the Boulder station. It will be a potluck from 6 to 8 pm. We have a card and a KGNU group photo for people to sign in Nikki's office.

We will steam all of Rocky Grass this year on After FM and continue to broadcast Friday, Saturday, and Sunday mornings on our FM and AM signals

## **Engineering**

We have had a series of problems with our FM and AM broadcast equipment, and our internet stream over the past month. We identified the problematic FM device and had it replaced after borrowing a loaner from KCFR. After extensive testing of our AM equipment, it appears that it was a failing backup power device connected to the ISDN unit at the AM tower that was causing the problem. We have replaced the failing device. We are continuing to work to improve all of our signals and need to move forward on the capital campaign in order to insure that we have enough backup equipment on hand.

*Jon noticed that our levels for our online stream seem to be lower than other stations. We are in the process of boosting our FM volume and will look at the online stream. Some of our air studio equipment also needs to be replaced.*

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

The KGNU Budget Committee is working on the proposed budget for the next fiscal year. Here is the process and schedule for preparing the FY15 budget:

1. Our accountants are presently working closely with David and Nikki to hammer out a first-draft budget.
2. The Budget Committee will meet on July 23, 4 p.m. at the Boulder station to study the first-draft budget. We'll discuss and amend, elaborate, and refine as necessary.
3. The Budget Committee will present the new draft budget to the full board on August 11 at the board's regular meeting. The board will have an opportunity to discuss this budget in detail and make suggestions for changes.

4. Budget Committee will hold a follow-up meeting on August 21, 4 p.m. if needed, to finalize the budget based on board discussions and any new info that will affect the budget.
5. The resulting FY15 proposed budget will be presented to the full board at our regular Sept. meeting (9/8) where it will be finalized by a vote of the board.

The Profit & Loss (P&L) Budget vs. Actual for October 2013 through May 2014 is attached. Please note:

1. We received two checks earlier this year totaling over \$3,200 which had initially been categorized as grants. We subsequently learned that these are Business & Industry matches from Google. This is reflected in the updated P&L.
2. We received the CPB funds in June this year instead of May.

*There was some discussion on the unfulfilled potential in underwriting. As part of the budgeting process, we will look closer at our goals for underwriting.*

*Other items discussed were that our overall expenses are down, the need to review the budget at the August meeting in preparation for the September vote, and that we plan to account for hiring the digital content manager and a possible development person as part of the budget.*

#### **NOMINATION OF VICE CHAIR AND SECRETARY: Jon Walton**

The Board had discussed at the June meeting to nominate Liz Lane for Vice Chair and Risē Keller for Secretary to replace outgoing officers Meredith Carson and Chris O'Riley.

Gavin moved that we approve Liz and Risē for Vice Chair and Secretary, respectively. The motion was seconded.

A vote was taken by the Board and Liz and Risē were approved as new officers of the Board. They will serve until November when the entire Executive Committee slate is voted on.

**7:01 pm - Meeting adjourned.**

## **KGNU Budget Committee Report for July, 2014**

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Respectfully submitted by Joy Barrett  
KGNU Board Treasurer & Budget Committee Chair

**BOULDER COMMUNITY BROADCAST - KGNU**

**Profit & Loss Budget vs. Actual**

October 2013 through May 2014

	Oct '13 - May 14	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
BME Affinity Program	392	0	392	100%
Bus & Ind Underwriting	19,730	40,000	(20,270)	49%
Business & Ind Match	7,610	3,400	4,210	224%
Car Donations	17,776	6,668	11,108	267%
Colorado Gives	12,245	12,000	245	102%
Community Shares	2,004	3,336	(1,332)	60%
Corp'n For Public Broadcasting	71,846	100,000	(28,154)	72%
Grants - Restricted (Program)	10,460	0	10,460	100%
Grants - Unrestricted	9,184	10,000	(816)	92%
Interest & Dividends	759	0	759	100%
Major Gift Solicitations	14,925	10,000	4,925	149%
Memberships	273,382	272,000	1,382	101%
Miscellaneous Income	936	1,668	(732)	56%
Program Guide Ad Revenue	1,330	0	1,330	100%
Raffles	(100)	0	(100)	100%
Special Events	5,206	10,000	(4,794)	52%
Studio Production Time	4,283	5,000	(718)	86%
Volunteer Training Fees	850	0	850	100%
Year End Donations	28,738	26,500	2,238	108%
<b>Total Income</b>	<b>481,555</b>	<b>500,572</b>	<b>(19,017)</b>	<b>96%</b>
<b>Expense</b>				
Grant Expense - Restricted	17,710	0	17,710	100%
Bank Charges	5,008	5,000	8	100%
Cash Reserves	20,000	20,000	0	100%
Commissions	2,867	8,336	(5,470)	34%
Dues & Subscriptions	5,259	6,400	(1,141)	82%
Employee Benefits	24,625	36,392	(11,767)	68%
Employee Bonus	0	4,000	(4,000)	0%
Employee Search	0	0	0	0%
Fund Drive & Premium	3,618	3,000	618	121%
Special Events Expense	1,538	0	1,538	100%
Hospitality	321	668	(347)	48%
Information Technology	4,501	5,600	(1,099)	80%
Insurance	8,887	15,255	(6,368)	58%
Interest Expense	1,721	1,721	0	100%
Janitorial	2,053	1,988	65	103%
Labor	3,040	0	3,040	100%
Mortgage Interest	11,136	11,068	68	101%
Office	6,878	8,000	(1,122)	86%
Outreach/Promotion	3,404	3,336	68	102%
Postage	4,612	5,000	(388)	92%
Production Supplies	1,281	2,336	(1,055)	55%
Professional Fees	19,984	31,918	(11,934)	63%
Program Acquisition	24,369	24,836	(467)	98%
Program Guide Expense	218	0	218	100%
Rent - AM Tower	21,600	21,632	(32)	100%
Rent - FM Tower	12,389	11,800	589	105%
Rent - Denver Studio	4,114	3,120	994	132%
Repairs & Maintenance	2,762	4,000	(1,238)	69%
FM Salaries	165,814	172,948	(7,134)	96%
AM Salaries	15,812	14,256	1,556	111%
Satellite Interconnect	8,380	8,000	380	105%
Storage	520	502	18	104%
Taxes - Other	133	0	133	100%
Taxes - Payroll	16,219	14,888	1,331	109%
Telephone	13,687	13,336	351	103%
Travel & Conferences	2,421	2,000	421	121%
Utilities	11,420	12,504	(1,084)	91%
<b>Total Expense</b>	<b>448,302</b>	<b>473,840</b>	<b>(25,538)</b>	<b>95%</b>
<b>Net Ordinary Income</b>	<b>33,253</b>	<b>26,732</b>	<b>6,521</b>	<b>124%</b>
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