

MINUTES OF THE KGNU BOARD OF DIRECTORS MEETING

Monday, April 13, 2015

700 Kalamath St., Denver, CO 80204

PUBLIC COMMENT

Guy Erickson suggested that we postpone the vote on the March minutes pending a review of the KGNU bylaws to make sure we are in compliance with them.

Guy also said he feels Marge Taniwaki and Elena have a very positive influence in the Volunteer Working Group. Kathleen also said Elena has been a dedicated member and volunteer, DJ, public affairs person, and works on behalf of the community.

Minutes - Risë

Risë agreed to put full minutes and summary minutes on Google Drive within four days of Board meetings. Board members have four days beyond that to suggest changes. Jon will continue sending the summary minutes to KGNU staff and volunteers.

Hiring Committee - Liz

Liz announced that Mikey Goldenberg has withdrawn his candidacy for the KGNU Station Manager position because of unforeseen personal circumstances. The remaining two candidates the Hiring Committee selected to advance for consideration as the new Station Manager will be presented to the Board and KGNU community at the Meet and Greet session at the Boulder studios, 4700 Walnut, from 9:30-11:30 am on Saturday, April 25.

Budget Committee - Joy

The Budget Committee is deciding on the next meeting date: either end of April or mid-May. The committee will lay out a timeframe for developing a Fiscal Year 2016 budget. Joy said all line items are reasonable, when comparing the budget vs. actual figures, except that the Employee Search line item exceeded the budgeted amount. This is to be expected, given the ongoing costs for recruitment and selection of a new station manager.

Jon asked about the income from business and underwriting and why it is \$5K below the target.

John Jackson said because the economic situation has improved in this country, we might want to ask for increased giving in on-air pitches.

Events Committee - Rise

KGNU's Annual Plant Sale will be on May 31 at the Boulder station, 4700 Walnut St. We are soliciting plant donations. We have a Bee Safe presentation scheduled. Kathleen has been sending information and articles.

Dave Ashton said the History Colorado event, one of the 10 for 10 events, is on Tuesday April 21 at 6 pm. It is a thank-you event for "card-carrying members" of KGNU (but Nikki will be there and have access to the membership database to look people up). Alcohol will not be served or sold.

A record sale is being planned, most likely on a Sunday in July, but a date has not yet been set.

The Charles annual memorial concert is on Sunday, July 19 at 12 noon at the Gold Hill Inn, in Gold Hill.

Program Committee - Gavin

The committee didn't complete the committee's purpose statement because the meeting date was pushed back. They will bring it to the next Board meeting.

Strategic Plan Committee - Jon

Reviewing activities over the past year, Jon said he felt the station got a lot accomplished on the Strategic Plan.

A new meeting time has been proposed: Third Tuesday of the month at 6 pm, in Boulder.

Redress Committee - Jon

Jon said he talked with Joel Davis, who agreed he doesn't have the capacity to move forward with the revision of the purpose statement and a draft of the redress policy. Marge agreed to lead this effort.

Board Development - Jon

Jon has been looking at ways to improve the Board's skill sets. Jon suggested quarterly retreats, perhaps about half a day each time. Discussion followed about whether the meetings would be restricted to just Board members. Gavin commented that we would not do any business during these retreats because of open meeting laws.

The Board will look for a good time for the first session.

Gene asked David about building an endowment fund. David said there are some foundations that can help us develop an endowment. Gene asked why we could not start with a small amount. David said usually an endowment starts with a large donation or bequest and is structured so that the interest funds ongoing activities. David agreed to look into this.

Budgeting for a New Volunteer Coordinator Hire - David Wilson

David said there's a lot of interest and demand for a volunteer coordinator at KGNU, including a specific request from the Board to look into the matter further. Based on the current budget, David said he thinks we could hire someone at 25-30 hours per week starting this summer. The Budget Committee will look closely at this at their next meeting. He said it would be good to develop a job description this month and start the search in May.

Jon asked for clarification on where the budget would come from and wants to make sure we will have funds for this position beyond this fiscal year. David said he hopes to come to the next Board meeting with a job description and a picture of whether the budget can support this position. A discussion followed about the new position and how it would affect existing staff hours and responsibilities.

David said anyone can email him with input about these considerations and to help develop a volunteer coordinator job description.

Gene said a suggestion box could also be used to propose and address issues. A manager or coordinator can then read the suggestions and disseminate ideas.

STATION MANAGER'S REPORT: David Wilson

Fundraising

The current spring membership drive tally is \$169K. We raised \$117K during the on-air portion of the drive (\$16K more than last spring). A healthy response to the post-drive letter to lapsed members is coming in.

SOLR (Sustainer of Local Radio - people who opt for monthly electronic fund transfers directly from their bank/credit union accounts) memberships continue to grow; we had 998 monthly payments from SOLR members at the beginning of April. Additional new SOLR member payments will start in May, taking us to more than 1,000 (we have added more than 60 new SOLR members since February).

The summer mini-drive is tentatively scheduled for July 8 to 15. The mini-drive is expected to bring in \$30K.

Training

KGNU will hold a Voice Workshop on Tuesday, April 28, from 7 pm to 9 pm, at KGNU's Boulder studios, 4700 Walnut. Kate Fotopoulos, former How on Earth co-host and voice-over expert, will lead the workshop. This workshop will focus developing a natural delivery style, especially when reading a prepared radio script, for either live or prerecorded work. The workshop will cover ways to markup text to help with phrasing, where/when to breathe, how to scan a script to identify different issues, and finding the balance between delivering information and engaging the listener. This KGNU Voice Workshop is open to all KGNU volunteers and staff and will be helpful for all news, public affairs, and music programmers. An RSVP is not necessary.

Grants

In March, we received a grant from Voqal (Voqal.org), which helped us fund AfterFM and the KGNU.news.org site. The newest grant will help us overhaul our website, update the physical infrastructure associated with our website, improve program streaming, and build tools to help connect all our websites (<http://kgnu.org>, <http://news.kgnu.org>, and <http://afterFM.com>).

We are working on the initial stages of a grant proposal to the Kalliopeia Foundation, to help us expand staffing. Jeannie clarified that we are writing a letter that we hope will result in a formal Request for Proposal.

Boulder Cultural Plan - The City of Boulder has a nine-year plan to double funding for Boulder-area nonprofits from \$250K to \$500K. The Brock Foundation, Gay and Lesbian Fund, and other organizations could help us do more for our community by addressing some of these staffing issues (expanding news department, Denver station).

Executive Committee

The Executive Committee met on Tuesday, April 7, to set the agenda for this meeting. The committee went into closed session to discuss matters regarding individual employees.

Program Committee: Gavin Dahl

Gavin said that he asked the Program Committee to postpone the next committee meeting, as well as the sports program discussion and other business. As of this time, all responses about the proposed new meeting time (the 4th Tuesday of every month) indicate that it will work. The committee meets next on Tuesday, April 28 at the Boulder studios, from 6-7 pm.

NEW BUSINESS

John J. suggested recording audio of the Board meetings that could be archived and shared.

BOULDER COMMUNITY BROADCAST - KGNU
Profit & Loss Budget vs. Actual
October 2014 through February 2015

	Oct '14 - Feb 15	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Bequests/Planned Giving	5,518	0	5,518	100%
BME Affinity Program	0	400	(400)	0%
Bus & Ind Underwriting	15,105	20,834	(5,729)	73%
Business & Ind Match	3,662	3,125	537	117%
Car Donations	3,898	8,335	(4,437)	47%
Corp'n For Public Broadcasting	73,764	70,000	3,764	105%
Grants - Unrestricted	0	5,000	(5,000)	0%
Interest & Dividends	281	0	281	100%
Memberships	221,733	232,080	(10,347)	96%
Miscellaneous Income	667	1,040	(373)	64%
Raffles	229	250	(21)	92%
Special Events	7,802	3,125	4,677	250%
Studio Production Time	1,465	3,125	(1,660)	47%
Volunteer Training Fees	1,443	1,460	(17)	99%
Total Income	335,568	348,774	(13,206)	96%
Expense				
Grant Expense - Restricted	1,881	0	1,881	100%
Bank Charges	3,386	3,125	261	108%
Cash Reserves	12,500	12,500	0	100%
Commissions	2,538	5,290	(2,752)	48%
Dues & Subscriptions	5,076	5,200	(124)	98%
Employee Benefits	24,537	25,000	(463)	98%
Employee Bonus	0	0	0	0%
Employee Search	1,259	105	1,154	1,199%
Fund Drive & Premium	1,053	1,875	(822)	56%
Special Events Expense	2,588	0	2,588	100%
Hospitality	156	415	(259)	38%
Information Technology	5,083	3,500	1,583	145%
Insurance	7,206	7,500	(294)	96%
Interest Expense	1,200	1,200	0	100%
Janitorial	1,191	1,240	(49)	96%
Labor	983	0	983	100%
Mortgage Interest	6,759	6,636	123	102%
Office	4,538	5,000	(462)	91%
Outreach/Promotion	437	2,085	(1,648)	21%
Postage	3,871	3,125	746	124%
Production Supplies	369	1,460	(1,091)	25%
Professional Development	615	2,085	(1,470)	29%
Professional Fees	13,324	17,938	(4,614)	74%
Program Acquisition	16,040	17,551	(1,511)	91%
Program Guide Expense	730	0	730	100%
Rent - AM Tower	13,500	13,500	0	100%
Rent - FM Tower	7,975	7,975	0	100%
Rent - Denver Studio	3,097	3,097	(1)	100%
Repairs & Maintenance	2,318	2,500	(182)	93%
Salaries	123,964	125,876	(1,912)	98%
Satellite Interconnect	8,683	8,500	183	102%
Storage	340	340	0	100%
Taxes - Other	141	125	16	112%
Taxes - Payroll	10,165	10,600	(435)	96%
Telephone	8,651	8,540	111	101%
Utilities	7,228	7,500	(272)	96%
Total Expense	303,382	311,382	(8,000)	97%
Net Ordinary Income	32,186	37,392	(5,206)	86%
Net Income	32,186	37,392	(5,206)	86%