

MINUTES OF THE KGNU BOARD OF DIRECTORS MEETING

Monday, August 10, 2015

700 Kalamath St., Denver, CO 80204

Board Members Present

Jon Walton, Chair*

Liz Lane, Vice Chair

Risë Keller, Secretary

Joy Barrett, Treasurer

Jeannie Brisson

Robin Van Norman*

Tim Russo, Ex-Officio, non-voting*

*Participating via teleconference

Board Members Absent

Gavin Dahl

Guests

Arleigh

Dave Ashton

Roz Brown

Nile Southern

Gene Stan

Barbara Stern

Marge Taniwaki

6:02 pm — Meeting called to order

Agenda approved

July meeting minutes approved

PUBLIC COMMENT

Roz Brown is intending to apply for the Board. She is on air at 5:30-8 on Friday mornings. She is on the Strategy Committee.

Barbara Stern has submitted her application for the Board. She has 30 years of experience in the broadcast media world and is volunteering in multiple capacities.

STATION MANAGER REPORT: Tim Russo

Events: Thanks to everyone who helped make our summer activities so successful. They included the Mini-Summer Drive, Record Sale, The Charles (aka Mountain Jam), The Arugula Dinner (which about 50 people attended and Chef Alec would like to do a Fall/Winter Dinner for KGNU as well), the live stream and broadcast of the RockyGrass Festival (this is great publicity for KGNU but not a money maker — the Tip Jar received about \$700 so we broke even given our expenses), and a three-day live stream from the Arise Festival in Loveland.

Items for follow-up: Tip Jar process and potential improvements.

Security: There has been an ongoing issue at KGNU with several individuals arriving late night to the station to sleep, bathe and even do laundry, with no work-related reason for being there. Individuals,

despite having been addressed, persist in disregarding the after-hours policy. We propose that a very specific clause be included in the Volunteer/KGNU Agreement about after-hours access and use of KGNU facilities. The current lockbox code will be changed this week. We are investigating doors, electronic key swipe locks, front and back door video cameras linked to the Red Studio and studio cameras that facilitate better communication between Boulder and Denver DJ's. We hope to have something in place by mid-September, before an All-Station Gathering that we will host prior to our Fall Pledge Drive.

Fall Pledge Drive: The dates for the Fall Pledge Drive are October 7-18. Our initial goal will be \$230,000. Our first Fall Pledge Drive Letter should be going out in the mail very soon. It has been sent to the printers.

Staffing: We are updating the Music Director job description and the job will be posted later this month. I would like to form a hiring committee with 3 or 5 people with representatives from the Board, staff, volunteers, and someone with ample Music Department background.

I am working on contracting a Development Coordinator for 10 hours a week (roughly 40 to 50 hours a month) starting January 1 to develop Major Donors, Grants, Capital Campaign - Infrastructure, and enhance Professional Development at KGNU. We feel it is important to have a Development Coordinator with close ties to KGNU and the community with a track record for generating revenue in order to meet our budget goals to permit us to further expand our staff.

I am working on the job description for the proposed Volunteer Coordinator position. The job posting will be posted by January with a start date on April 1, 2016. This will give us time to define the position and will place the least strain on our Fiscal Year 2016 budget.

As Station Manager, I am happy to establish a regular biweekly meeting directly with volunteers that are interested in set meetings beyond my general open-door policy. I will accept proposals from volunteers about what particular day and times may work for this regular biweekly volunteer meeting (like a staff meeting for volunteers).

We continue to look into hiring an additional underwriting person to help with underwriting for Denver.

Denver update: Dave Ashton said a mural project in Denver is underway: four artists are volunteering to paint a mural on the exterior of 700 Kalamath that incorporates KGNU in its design.

For the First Friday, September 4, The Anthony Russo Band will play in the studio. This will be co-broadcast on Channel 57 and KGNU. We are working out the food details. Dan Willging will DJ.

Dave Ashton said Saturday Oct. 17 will be the first in our six-week visual-audio series, with multimedia, experiential learning through the lens of hip-hop. The first one will be about immigration and global hip-hop. We are bringing in hip-hop artists from around the world. We plan to have readings, videos, and an interactive panel discussion. Met with Youth on Record, which does a lot of music programming in the public schools. We are launching an oral history project: "That's The Day Everything Changed." This series will take place during the last two weeks of October and continue through November. We are signing people up to come in and have discussions with trained KGNU volunteers to record their histories.

Denver Youth training is funded by Peyton Manning's Peyback Foundation. We are looking for kids with learning difficulties to train them. Considering a college student intern.

EXECUTIVE COMMITTEE

The Executive Committee met on Tuesday, August 5 to set the agenda for this meeting.

COMMITTEE REPORTS

BUDGET COMMITTEE - Joy Barrett

Underwriting is still below budget. The station plans to hire a Denver-based underwriter; the position is commission-based and will pay for itself.

There is an increasing trend of long-time members moving to AFT. Memberships are flat but the ones who give are giving more.

We are looking for a way to fund the Volunteer Coordinator position.

EVENTS COMMITTEE – Risë Keller

Dave Ashton organized the The Record and CD Sale on Sunday, July 19, and the following First Friday, which raised about \$4,000. An art gallery bought the remaining 6K records for 50 cents each as part of their permanent collection. Dave sold more CDs. He raised a total of \$8,466.

The Charles was smoothly run and netted over \$5K.

We are looking for a venue for Pie R Square.

Also working on a speaker series.

CONFLICT RESOLUTION COMMITTEE - Risë Keller

The draft Conflict Resolution Policy, Volunteer Agreement, and Code of Conduct that are posted on Google Drive have been commented on by most people. Risë will follow up with Lorraine on reviewing the documents. We will add this to the agenda for the September or October Board meeting.

OLD BUSINESS

Committee Meeting Cancellations: To announce cancellation of regularly scheduled committee meetings, committee chairs should in this case 1. Contact Evan so he can add the cancellation information to the calendar; 2. Email committee members. We need a note near the website and office calendars to the effect, “If you’re considering coming to a committee meeting, contact the chair” so this means committee chair email addresses need to be posted at these locations, online and in hard copy, too.

Board Meeting Minutes Posting Process: Within four days of the Board meeting, Risë will post minutes on Google Drive and notify the Board. The Board will review them over the next four days. The Board Chair will then distribute the approved summary minutes to staff and volunteers.

Jon Walton’s Board Term: Jon’s first term on the Board expired. The Board voted to elect him to a second term.

Jon Walton’s Service as Board Chair: Jon’s service as Board Chair expired when his first term expired. The Board voted that Jon continue as Board Chair.

NOMINATING COMMITTEE - Nile Southern

Eugene Stan was presented by the Nominating Committee as a Board candidate. He answered questions posed by the Board and the community.

The Board went into executive session to discuss matters regarding individual employees.

The Board came out of executive session.

Eugene Stan’s Board Candidacy: The Board’s vote on Eugene Stan’s candidacy passed.

8:47 — Meeting adjourned

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

	Oct '14 - Jun 15	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Bequests/Planned Giving	22,007	0	22,007	100%
BME Affinity Program	659	400	259	165%
Bus & Ind Underwriting	25,000	37,501	(12,501)	67%
Business & Ind Match	4,678	5,625	(947)	83%
Car Donations	14,677	15,001	(324)	98%
Corp'n For Public Broadcasting	105,376	100,000	5,376	105%
Grants - Restricted (Program)	20,500	0	20,500	100%
Grants - Unrestricted	20,000	25,000	(5,000)	80%
Interest & Dividends	557	0	557	100%
Memberships	356,947	380,998	(24,051)	94%
Miscellaneous Income	1,152	1,873	(721)	62%
Program Guide Ad Revenue	1,780	0	1,780	100%
Raffles	229	450	(221)	51%
Special Events	11,621	10,625	996	109%
Studio Production Time	3,308	5,625	(2,318)	59%
Volunteer Training Fees	2,593	2,627	(34)	99%
Total Income	591,085	585,725	5,360	101%
Expense				
Grant Expense - Restricted	6,713	0	6,713	100%
Bank Charges	5,460	5,625	(165)	97%
Cash Reserves/Debt Service	22,500	22,500	0	100%
Commissions	4,747	9,523	(4,776)	50%
Dues & Subscriptions	6,190	6,800	(610)	91%
Employee Benefits	38,239	45,000	(6,761)	85%
Employee Bonus	0	0	0	0%
Employee Search	2,913	187	2,726	1,558%
Fund Drive & Premium	1,748	3,375	(1,627)	52%
Special Events Expense	2,660	0	2,660	100%
Hospitality	783	748	35	105%
Information Technology	8,838	6,300	2,538	140%
Insurance	12,094	13,500	(1,406)	90%
Interest Expense	1,721	1,721	0	100%
Janitorial	2,383	2,233	150	107%
Labor	1,860	0	1,860	100%
Mortgage Interest	11,980	11,944	36	100%
Office Supplies	8,242	9,000	(758)	92%
Outreach/Promotion	7,291	3,752	3,539	194%
Postage	5,195	5,625	(430)	92%
Production Supplies	1,486	2,627	(1,141)	57%
Professional Development	3,021	3,752	(731)	81%
Professional Fees	20,926	27,688	(6,762)	76%
Program Acquisition	31,407	29,037	2,370	108%
Program Guide Expense	1,290	0	1,290	100%
Rent - AM Tower	24,300	24,300	0	100%
Rent - FM Tower	13,855	13,855	0	100%
Rent - Denver Studio	5,574	5,574	(0)	100%
Repairs & Maintenance	5,106	4,500	606	113%
Salaries	224,839	232,100	(7,261)	97%
Satellite Interconnect	8,683	8,500	183	102%
Storage	612	613	(1)	100%
Taxes - Other	153	225	(72)	68%
Taxes - Payroll	18,381	19,400	(1,019)	95%
Telephone	15,205	15,373	(168)	99%
Utilities	12,432	13,500	(1,068)	92%
Total Expense	538,827	548,877	(10,050)	98%
Net Ordinary Income	52,258	36,848	15,410	142%
Net Income	52,258	36,848	15,410	142%