

MINUTES OF THE KGNU BOARD OF DIRECTORS MEETING

Monday, December 14, 2015

700 Kalamath St., Denver, CO 80204

Board Members Present

Jon Walton, Chair

Liz Lane, Vice Chair

Risë Keller, Secretary

Joy Barrett, Treasurer*

Gavin Dahl

Eugene Stan

Jeannie Brisson

Robin Van Norman*

Tim Russo, Ex-Officio, non-voting

*Participating via teleconference

Board Members Absent

Liz Lane

Guests

Marge Taniwaki

Dave Ashton

6:00 pm – Meeting called to order

Agenda approved

November - The 2015 Annual Meeting (November) minutes didn't contain the Bylaws changes.

The Board will consider the November minutes for approval at the January 2016 meeting.

PUBLIC COMMENT

None

STATION MANAGER REPORT: Tim Russo

Membership: Colorado Gives Day on December 9, paired with GivingTuesday, generated nearly \$19,000. The year-end fundraising campaign is beginning this week. Membership and Operations have begun to meet with Station Manager on a weekly basis to begin work on implementing expanded use of the MemSys upgrade acquired earlier this year.

Events: KGNU's Mardi Gras party will be held February 6, 2016, at the Avalon Ballroom. Required permits are currently being solicited. The Holiday Party was attended by a large and festive crowd on Friday, December 11.

Operations: The installation of the Isonas card readers and digital entry system for the Boulder Studios began this week. Software and key cards will be issued to operations over the next weeks. Once the final installation is completed, the doors will be re-keyed for staff and key cards will be distributed to volunteers.

Volunteers: On November 19, KGNU held its second Station Manager / Volunteer meeting. This was held in Denver with a discussion on Denver KGNU and a discussion on Youth in radio. The next meeting will be in January.

Staffing: Erin Roberts and Alicia Mitchell were offered and accepted co-music director part-time positions for the Music Department. Alicia Mitchell is scheduled to begin work on January 4. Erin Roberts is scheduled to begin February 29. Kathy Gilbert has agreed to continue 10 hours a week thru January as a transitional period. Alicia, Kathy, Erin and I will evaluate our needs at the beginning of February to decide how to best move forward. Many thanks to the Music Director Search Committee for their time and efforts in finding these wonderful new additions to KGNU's Music Department. Thanks to the volunteers who participated throughout the process with their insight and opinions.

Jon asked about issuing a press release announcing our new Music Directors. Jon will consult with Roz Brown about whether to announce the two new Music Directors in one press release or separate releases.

Community Advisory Board: KGNU held a Community Advisory Board (CAB) meeting on December 1. CAB meeting minutes will be posted to the kgnu.org website as soon as the CAB has approved them.

Denver station update: Two video projects are nearly done: 1) The Don Miguel Ruiz hour-long video. We need to get it approved by DMR's people and then it can be distributed as a DVD incentive during pledge drives. 2) The DPL/Youth on Record event highlighting young immigrants. Another collaboration is the Oral History project with History Colorado. We collected a first group of stories and hope to get them edited and onto the KGNU Morning Magazine. The next event will be at the Denver Public Library's Corky Gonzalez Branch, which has a studio.

Metro TV: We need to avoid using copyrighted music in video content we upload to the Web. We'll have a contest that ends in March to come up with new, original theme music for the Metro program. So far we've made videos of First Fridays at Denver Open Media (DOM). DOM channel 219 runs the Noam Chomsky talk and creates a lot of visibility for KGNU. DOM channels are 56, 57, and 219. KGNU's DOM membership gives us four individuals as producers and eight classes. DOM regularly retires video and audio gear and has given some to us, including a camera that was installed in the Denver studio in May. Jon asked Dave for a plan that shows how the video projects tie into our mission, into our strategic initiatives, and how we as the Board can support the implementation.

EXECUTIVE COMMITTEE: The Executive Committee met on Tuesday, December 8 to set the agenda for this meeting.

COMMITTEE REPORTS

BUDGET COMMITTEE - Joy Barrett

The attached document shows the budget vs. actual for the 2015 fiscal year ("FY15") operating budget, i.e., Oct. 1, 2014- Sept. 30, 2015. Summaries of income and expenses are provided below.

FY15 Income: Underwriting, Memberships, Unrestricted Grants, and Studio Production Time all came in under the projected budget numbers. All shortages were more than covered by the large Bequest line item this year.

FY15 Expenses: Employee Search, Information Technology, Outreach/Promotion, and Repairs & Maintenance were the line items which came in over budget for the year. Total expenses were right in line with the proposed total.

The Budget Committee worked closely with our accountants, the Board, and the Station Managers (first David and then Tim) from early Spring through late Summer to develop a FY16 operating budget that incorporated the staffing and other priorities for the coming year. That budget was approved by the Board during its September 2015 meeting. The Budget Committee will resume meeting early in 2016, and is prepared to assist Board and staff with budget questions or needs in the meantime.

[Note: The Budget vs. Actual - 10/31/15 PDF will be appended to the final PDF]

DEVELOPMENT COMMITTEE - Jeannie Brisson

Content for the Legacy Giving brochure is done. Now it goes to Arleigh for design. Jon said he would like to see an update on this at the January meeting.

OTHER BUSINESS

Board Activities for 2016: The Board needs a second Board retreat following the Q1 2016 All-station retreat.

The Spring 2016 drive is a significant membership drive because we have new expenses.

Next Strategic Committee meeting: January 19

Next DevCom meeting: December 16 (Boulder)

Next Program Committee meeting: Tuesday Dec. 22 (Boulder)

7:41pm – Meeting adjourned

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

	Oct '14 - Sep 15	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Bequests/Planned Giving	125,007	0	125,007	100%
BME Affinity Program	659	400	259	165%
Bus & Ind Underwriting	26,620	50,000	(23,380)	53%
Business & Ind Match	9,018	7,500	1,518	120%
Car Donations	23,473	20,000	3,473	117%
Corp'n For Public Broadcasting	105,376	100,000	5,376	105%
Grants - Restricted (Program)	28,800	0	28,800	100%
Grants - Unrestricted	17,220	25,000	(7,780)	69%
Interest & Dividends	749	0	749	100%
Memberships	458,504	493,000	(34,496)	93%
Miscellaneous Income	2,024	2,500	(476)	81%
Program Guide Ad Revenue	2,950	0	2,950	100%
Raffles	364	600	(236)	61%
Special Events	27,753	17,500	10,253	159%
Studio Production Time	4,449	7,500	(3,052)	59%
Volunteer Training Fees	3,623	3,500	123	104%
Total Income	836,590	727,500	109,090	115%
Expense				
Grant Expense - Restricted	10,299	0	10,299	100%
Bank Charges	6,732	7,500	(768)	90%
Cash Reserves/Debt Service	30,000	30,000	0	100%
Commissions	6,257	12,700	(6,443)	49%
Dues & Subscriptions	6,793	8,000	(1,207)	85%
Employee Benefits	54,117	60,000	(5,883)	90%
Employee Bonus	0	0	0	0%
Employee Search	3,043	250	2,793	1,217%
Fund Drive & Premium	1,947	4,500	(2,553)	43%
Special Events Expense	6,434	0	6,434	100%
Hospitality	802	1,000	(198)	80%
Information Technology	12,834	8,400	4,434	153%
Insurance	17,168	18,000	(832)	95%
Interest Expense	1,721	1,721	0	100%
Janitorial	3,205	2,980	225	108%
Labor	3,005	0	3,005	100%
Mortgage Interest	15,936	15,925	11	100%
Office Supplies	10,504	12,000	(1,496)	88%
Outreach/Promotion	7,486	5,000	2,486	150%
Postage	6,845	7,500	(655)	91%
Production Supplies	2,605	3,500	(895)	74%
Professional Development	3,520	5,000	(1,480)	70%
Professional Fees	24,736	35,000	(10,264)	71%
Program Acquisition	38,038	38,000	38	100%
Program Guide Expense	8,205	0	8,205	100%
Rent - AM Tower	32,400	32,400	0	100%
Rent - FM Tower	18,784	18,785	(2)	100%
Rent - Denver Studio	7,432	7,450	(18)	100%
Repairs & Maintenance	7,129	6,000	1,129	119%
Salaries	306,394	311,769	(5,375)	98%
Satellite Interconnect	8,683	8,500	183	102%
Storage	828	820	8	101%
Taxes - Other	163	300	(137)	54%
Taxes - Payroll	24,887	26,000	(1,113)	96%
Telephone	20,302	20,500	(198)	99%
Utilities	17,487	18,000	(513)	97%
Total Expense	726,720	727,500	(780)	100%
Net Ordinary Income	109,870	0	109,870	100%
Net Income	109,870	0	109,870	100%