

KGNU Board of Directors Meeting Minutes
March 13, 2017
4700 Walnut St., Boulder CO 80303

Board Members Attending

Jon Walton - Chair
Liz Lane - Vice Chair
Jeannie Brisson - Treasurer - teleconference
Rise Keller - Secretary
Roz Brown
Gavin Dahl - teleconference
Barbara Stern
Robin Van Norman - teleconference
Tim Russo (aka Timo), ex officio

Board Members Absent

Gavin Dahl

Public Attending

Jennie Arbogash
James Duncan
Rebekah Hartman
Leslie Lomas
Mike Massa
Ginger Perry
Jim Sawyer
Marge Taniwaki
David Winsett

Meeting called to order at 6:02 pm

PUBLIC COMMENT

Marge asked, regarding the upcoming Amy Goodman event in Denver, Instead of using the word “VIP” could we use alternative language that isn’t so elitist? Tim noted that this is not our event. Dennis Moynihan and Denver Open Media are in charge. Tim said we can speak with them about changing this language.

James commented that he likes a program he thinks KGNU should consider 1. Clearing the Fog radio. (Jon suggested recommending that to the Programming Committee.) 2. He enjoyed the retreat. 3. He advocates eliminating our BBC News broadcasts.

Station Manager Report - Timo

Membership: Today, March 13th we are starting our first full week of the Spring Membership Drive. During our first 5 days we generated roughly \$40,000 of on air revenue towards our \$100,000 On Air Goal. We are moving at a good pace to reach our overall goal. Spring 2016 generated roughly \$80,000 total on-air in comparison.

Our Community Development Director is in the process of launching and promoting our small business and nonprofit organizational memberships. These are tiered memberships with distinct benefits based on the level at which nonprofits or businesses contribute. It will be too early this drive to feel the impact of this new program; however, we have had a good initial reaction to the program.

Staffing: KGNU's new staff, Indra Raj and Sean Makau, our Music Director and Promotions Coordinator dove straight into the membership drive preparations. They are beginning to settle in and have both been on air during the drive.

Underwriting: Our Community Development Director and Station Manager recently interviewed candidates for an independent contractor, Denver Underwriter position that we hope to add by early April. Sarah has been leading the effort to screen candidates to be interviewed. By adding a Denver Underwriter our goal is to generate additional revenue to help reach our budget line as well as to generate more awareness about KGNU in the Denver business community.

In our January P&L we were running 133% for Underwriting, nearly 50% of our annual budget line in the first 1/3 of the year. We hope to keep pace and exceed the annual budget line. We've also added new Underwriting capability to our Radio Rethink Mobile Player which will allow for the underwriting team to market unobtrusive Pre-Roll and scheduled banner ads from supporters on the player.

CPB Filing - IRS 990 - Annual Audit: Per the request of our independent auditor, we will be filing for an extension for the AFR (Annual Financial Report) for the CPB. We will still try to meet the April 14th initial deadline but prefer to have the extension to avoid any unforeseen issues in filing.

EEO Audit by FCC: Per advice of our DC Counsel, we filed and today were granted a standard 30 day extension for the KGNU-FM EEO Audit in order to submit a properly vetted report.

Station Activities: The **KGNU Annual Retreat** was held on February 25th. There was ample participation in all three sessions, the morning plenary and the two afternoon breakout sessions. Roughly 60ish people attended. There will be a retreat recap later in this meeting. On March 22nd, **Fort Collins Frequency Release Party** will be held at Hodi's Half Note in Fort Collins. Our Promotions Coordinator has been organizing the event and poster-ing in Fort Collins has already begun. We'll begin to promote toward the end of the Membership Drive. Duncan Campbell has continued to host a roundtable conversation called **The Way Forward the first Monday of each month** at KGNU Boulder Studios from 7 to 9pm.

Elena Klaver has continued to host a monthly **Sing Along** on the **first Sunday of the month** at the KGNU Boulder Studios. Both activities are open to the public and will continue as long as there is interest.

KGNU will be sponsoring an **event and reception with Democracy Now!'s Amy Goodman, April 7th in Denver.**

Grants and Trainings: A small grant from the BCAA that KGNU received will be used to offer a bilingual Latino youth training program. We are working to finalize details for a collaboration with the I Have A Dream Foundation of Boulder to offer the training to a group of their Latino High School students in Boulder for a 4- to 5-week program during the summer.

Executive Committee: The Board's Executive Committee met on Tuesday, March 7, to set the agenda for this board meeting.

SVP - Jennie Arbogash

Social Venture Partners is a private non-profit with a network that helps non-profits work better in Boulder County. SVP have given \$2+ million in consulting services and \$3+ million in cash grants to help local organizations implement recommendations and build and maximize their capacities to deliver services to their communities. They offer support in 3 areas: Leadership, Education, and Consulting. If we are chosen as the recipient of this year's consulting/grant package, it will involve some time for working with consultants. We at KGNU have applied for their consulting/grant package and will learn whether we were chosen in May.

Note: Tim Russo has applied for and been accepted as a participant in SVP's Execs Evolve program this year.

All-Station Retreat Recap - Risë

Jonathan facilitated the morning plenary discussion of KGNU with some historical concept, some historical highlights, and exercises to help us identify our perception of KGNU today and what we want it to be going forward. We did some exercises that we want to acknowledge and celebrate about our past and how we want to approach thinking about the future (what would our world look like without public funding?)

Top words identifying us: Outlaw, Explorer, Creator/Caregiver, Sage, Hero

A shoutout to Chula Tamales (@denvertamales) from Marysola Menendez of Denver. The food was so good!

For the 2017 KGNU All-Station Retreat Summary from plenary presenter Jonathan Ashton:
<https://docs.google.com/document/d/1uwQmuM79iQoX956xS080yN4YjfnzPUVXVyC3YL-dOcQ/edit?usp=sharing>

For the 2017 KGNU All-Station Retreat notes from Roz Brown:
<https://docs.google.com/document/d/1XxosiW9NlbpfVSpdghkej8-hMaMUTn7HO10tKu47qxc/edit?usp=sharing>

Programming Committee - Timo

At our regularly scheduled meeting on February 28th at 6pm in Boulder, we spoke about updating the online survey forms that we are using to streamline the show evaluation process. Four shows, two news programs and two music programs have been chosen for evaluation in March. We will see if the committee is able to review all four shows in order to move program evaluations forward. We will refine questions for the News Evaluations based on feedback from this process.

There was discussion on reiterating Legal IDs, the importance of them and times they need to be read on air to the DJs. A discussion was held on the importance of reviewing the Obscenity Policy as well as restrictions on political activities. Documents for refreshing the DJs and hosts will be circulated.

The committee discussed an improved structure for the committee, including a minutes-taker, facilitator, and moving toward a new Chair. The committee will need a new Board member on the committee.

We briefly discussed the new news programming segments in the mornings. Committee members have been asked to listen to those programs to offer input in the next meeting. The Programming Committee meets on the fourth Wednesday of the month.

Strategy Committee - Jon

Jon resigned as chair. Roz will serve as the interim chair of the committee. We're down to 15 high-level action items in the plan. Each person on the committee is going to meet with the owners of those action items. Realization we need to get strategic needs aligned and in the plan by June so they could be considered for the August budget.

Development Committee - Liz

Legacy giving brochure was finalized and mailed to an initial selection of our members. The committee met and signed letters; more will go out with future mailings to members. In follow-up meetings, the committee will document legacy giving program so other folks besides those on Development Committee can learn how to work with these contributions (wills, insurance policy and account beneficiary changes, charitable trusts, etc.) going forward.

Budget Committee - Jeannie

The total income line is at 93 percent of budget.
Membership is at 95 percent of budget.
Underwriting is at 133 percent of budget.
Expenses are at 99 percent of budget.
Next Budget Committee meeting will be in late May.

OCAT - SVP Assessment tool - Jon

Jon shared the results from the SVP's Assessment Tool, a questionnaire designed to elicit how effective at fulfilling the various aspects of a nonprofit's mission, operation, and activities. Staff and board members filled out the questionnaires and as part of SVP's process were then asked to get together and achieve consensus on our responses. That revealed a couple of areas of unanimous concern.

Support for Breastfeeding Employees Policy - Timo

Also good for volunteers and members of the public who come to the station.
The vote for KGNU's Support for Breastfeeding Employees Policy passed.
(Full text of policy included in APPENDIX A, below.)

Meeting adjourned at 7:46 pm.

APPENDIX A: KGNU Support for Breastfeeding Employees Policy

**KGNU Support for Breastfeeding Employees
Adopted March 2017**

The Boulder Community Broadcast Association, Inc. (dba KGNU) provides a supportive environment to enable breastfeeding employees to nurse or express milk during work

hours. KGNU is committed to providing the following accommodations for breastfeeding employees:

- ***Time to Breastfeed or Express Milk*** - Breastfeeding employees will be permitted time to breastfeed or express milk during the workday, which typically will not exceed the normal time allowed for lunch and breaks. If additional time is needed, the supervisor and employee will agree upon a plan which may include arriving at work earlier, leaving later or by making additional arrangements with the Station Manager.
- ***A Place to Breastfeed or Express Milk*** - A private space (the Parenting Space) is available for employees to breastfeed or express milk. If multiple employees are in need of the space, they should work together to establish a schedule for use of the room that will accommodate each employee's need to nurse or express milk.
- ***A Place to Store Expressed Milk*** - A refrigerator is provided in the Kitchen for temporary storage of expressed milk. Employees must clearly label each container with their name and the date the milk was collected, and they must remove their milk from the refrigerator at the end of each business day. Unlabeled containers and containers left overnight may be discarded without warning.
- ***A Place to Clean Nursing Equipment*** - Breastfeeding employees are permitted to wash or rinse nursing equipment in the kitchen sink or any restroom sink.
- ***A Place to Change a Baby*** - Breastfeeding employees, employees with babies, and KGNU visitors with babies will have access to Baby Changing Stations in the KGNU bathrooms.