

KGNU Board of Directors Meeting

December 11, 2017

KGNU Denver Studios

700 Kalamath St., Denver CO 80301

Board members attending

Jon Walton - Chair

Liz Lane - Vice Chair

Jeannie Brisson - Treasurer - Teleconferencing

Risë Keller - Secretary

Roz Brown

Rebekah Hartman

Elena Klaver

Barbara Stern

Tim Russo (aka Timo) - ex officio

Board members absent

None

Public Attending

Dave Ashton

Frank Dagnillo

Doug Gertner

Anderson Muth

Steve Newell

Louis Wolfe

Meeting called to order 6:04 pm

Approval of November (Annual) Meeting Minutes

Moved to January meeting

Public Comment

Dave Ashton asked about the timeline for bringing FM translator online. Lots of conversation about whether this signal affects our community service grant eligibility. CPB couldn't assure that they would not change the eligibility requirements, so this has the potential to put

approximately 15 percent of our budget at risk. Timo said we are getting information about installation because of the complexity of the engineering process. The value of the AM station will likely increase by adding the FM translator. The FM translator is bound to the AM station broadcast for a minimum of four years after turning on the FM translator (as stipulated by the terms of the FM Revitalization Act).

40th Anniversary Ad Hoc Committee Purpose Statement

Roz read the proposed purpose statement for an ad hoc committee:

The KGNU 40th Anniversary Committee is charged with identifying, planning, and promoting multiple events during 2018 to recognize KGNU's 40 years of community radio. The Committee will work with community businesses, institutions, and organizations to celebrate KGNU's history of bringing independent news, eclectic music, and public affairs programming to the communities of Boulder, Denver, Fort Collins, and streaming globally.

The motion to adopt this language and form a 40th Anniversary Ad Hoc Committee was seconded; the motion passed.

BCBA Vision Statement Amendment to Bylaws

A motion was proposed and seconded at the November 13, 2017 KGNU Board meeting to: AMEND SECTION 1.2 OF THE BYLAWS, ENTITLED Purposes and Mission, by

1) REPLACING the word "Purposes" with "Vision" in the title, so the title shall read: "Vision and Mission"

AND BY

2) ADDING Section 1.2.1, whereas Section 1.2.1 will be titled "BCBA Vision Statement"

AND BY

3) ADDING the sentence proposed as the "BCBA Vision Statement" in Section 1.2.1: "The Boulder Community Broadcast Association, Inc. envisions an actively engaged global community rooted in mutual respect, working together to advance a more equitable, just, and environmentally sustainable society that ensures all peoples access to and participation in independent media."

AND BY

4) ADDING Section 1.2.2 whereas Section 1.2.2 will be titled "KGNU Mission Statement". The content of the KGNU Mission Statement shall remain unaltered.

We received no public comments during the public posting of the proposed bylaws change.

A motion to approve this change to the Bylaws was seconded. The amendment to the Bylaws passed. Risé will send the amended Bylaws to Evan for posting on the website.

Station Manager Report – Tim R.

Year-End Giving and Fundraising: Roughly 265 people contributed \$22,000 through the CO Gives campaign. We have a combined \$59K Year End goal that includes CO Gives, Year-End letter appeal and the CyberDrive. The KGNU CyberDrive will be a three-day Year-End soft

pitch on-air pledge drive that drives donors online to donate through the online portal on Dec. 28-30. The CPB CSG Grant was recertified and we expect to see the initial check come in shortly. Community Shares was recertified as well.

Board members should update as soon as possible their potential donor cultivation plans on the shared spreadsheet.

SVP: A draft employee handbook has been developed. A final draft should be ready to distribute in January. An initial organizational structure analysis has been performed and recommendations will be considered for January. We will begin to review earlier Volunteer agreements and pull from other station agreements and NFCB recommendations to start work on these in early January. Elements for a volunteer handbook will also be developed.

Capital Improvement Project and CCS: Liz Lane has volunteered to be the Board Liaison to the Capital Campaign Committee formation group. We'll be meeting with the City of Boulder later this month to look at high-level snapshots of draft contracts and milestone requirements for the matching CCS community groups grant for KGNU.

Legal - FCC: Our EEO filing was completed before the December 1st deadline. The FCC Main Studio Law dissolution will go into effect on January 8, 2018. KGNU has formally designated the Digital Content Manager as the official online Copyright Infringement Designee per the DMCA rules that now require media organizations to have a designated person to receive and respond to any copyright complaints concerning online content.

The Biennial Ownership filing deadline was postponed until March 2, 2018. New FCC form 323-E for NCE stations was released on Dec 1st. The new FCC chairman also stepped back from requiring Social Security numbers for all board members; however, the new forms will generate Special Use FRN registration numbers for all board members and some additional demographic information will be required from all board members.

Online public file deadline is March 1st 2018. Operations Director Evan Perkins has been taking a series of seminars to prepare for the transition. The transition process will begin in early January 2018.

We are preparing for the annual audit at this point and will have all documents ready to deliver to the auditor by mid-January.

The FCC is holding a vote to repeal Net Neutrality on December 14th.

Executive Committee

The Board's Executive Committee met on Tuesday, December 5th to set the agenda for this board meeting.

Programming Committee – Rebekah

The Programming Committee met on Nov. 28. There will not be a December meeting. Next meeting: January 23 at 6:00pm at the Boulder Station (folks can also meet at the Denver studios and/or call in on the conference line).

Maeve asked for feedback on the 5:30 am time slot: CPR Tuesday - Friday. This feedback will be discussed at the January meeting.

Reviewed PoCo in BoCo, and reviewed Jazz Lives show - Beka said the reviewing process opened up conversations about genres, show labeling, and listener expectations.

40th Anniversary Committee Planning update – Roz

Updated calendar of events:

December 31/January 1 - New Year's Eve Live Remote Broadcast, Goosetown Tavern, Denver

January 16 - Boulder Bookstore Kick-off Event - Pete Souza

January 19 - Tangerine Dinner, Tangerine Restaurant, Boulder

February 3 - Mardi Gras Annual Event, Avalon Ballroom, Boulder

March - No events except for the KGNU Spring Pledge Drive

Saturday, April 28 - Daniel Ellsberg: 40th Anniversary of the Rocky Flats Protest and Occupation Talk, Unity Church, Boulder

May 19 - Dining on Air Event, Volunteer hosts' homes and other locations

May/June - Annual Plant Sale, KGNU Boulder

July 22 - The Charles, Gold Hill Inn, Gold Hill (Boulder)

August 1 - Opening of KGNU Exhibit at (new) Museum of Boulder, Broadway & Pine, Boulder

September 15 - Big Soirée at Museum of Boulder, Jim Hightower & Amy Goodman, Boulder

September (Labor Day weekend) - Annual KGNU Record Sale, Denver

October - No events except for the KGNU Fall Pledge Drive

November - Annual Pie Social and Open House, Boulder

December - Annual staff and volunteer Holiday Party, Colorado Gives Day, etc.

TBD: Ijeoma Oluo, Noam Chomsky; June 2018 - Fundraiser at New Belgium - TBD

Roz mentioned that if anyone can help us develop an electronic timeline illustrating some highlights of KGNU's 40-year history, we would appreciate the help.

On-air Promotion Activities Subcommittee - Liz

Meeting tomorrow at noon. Chris O'Riley has multiple spreadsheets identifying archive resources we have access to. We have old Program Guides to work from as well. Liz interviewed founders of the Feminist Frequencies show. Indra has come to meetings and is encouraging DJs to start creating remembrances, etc.

Starting January 1, we want to start a weekly 40th anniversary segment over 40 weeks, in which we play a sound file representing a past year from 1978 to the present. We will assign specific producers to these years and weeks.

Logo and bumper sticker art are ready for production.

We will schedule subcommittee breakout meetings for January 2018:

- Fundraising events
- On-air promotions
- Publicity, advertising, & social media

KGNU Magazine will be released in May 2018

Beka said OZO is developing a special KGNU-branded coffee blend. \$3 per pound will go to KGNU.

Updated Sexual Harassment Policy - Tim

Timo clarified that Policies are governed by the Bylaws (and the Board must approve them) but Procedures and Processes are not governed by the Bylaws (they are purely operational).

Language about “zero tolerance” was struck as it made the consequences of violating the policy unclear.

The proposed updated sexual harassment policy (the previous one on file was approved in 2003) reads:

The Boulder Community Broadcast Association, Inc. dba KGNU Community Radio is committed to providing a safe environment for all its employees and volunteers free from discrimination on any grounds and from harassment at work including sexual harassment. BCBA will treat all incidents seriously and promptly investigate all allegations of sexual harassment. Any person found to have sexually harassed another will face disciplinary action, up to and including dismissal from employment and or station participation. All complaints of sexual harassment will be taken seriously and treated with respect and in confidence. No one will be victimized for making such a complaint.

A motion to approve the updated policy was seconded; the motion passed.

A motion to have Tim communicate and publish complaint procedure guidelines to staff and the public was seconded; the motion passed.

CPB Letter and Compliance - Jon

Jon read aloud a letter we received on the subject of Civil Rights Act Compliance from Patricia de Stacy Harrison, President and CEO of the Corporation for Public Broadcasting, dated Friday, December 8, and addressed to all CPB Grantees and Contractors:

Recent events in workplaces across the country have magnified the consequences of failing to enforce laws and policies that prohibit discrimination in the workplace. Without consistent and vigilant enforcement, violations can personally injure the victims of discrimination and also tarnish the image of the organizations they work for, including the trusted institutions of public media. We all agree that there is no place for discrimination in any organization; we must also agree to vigorously prevent it.

As you know, CPB requires recipients of funds under its grants and contracts to comply with applicable Federal laws and regulations, including the Civil Rights Act of 1964. Specifically, grantees and contractors must comply with Title VII of the Act which prohibits several forms of discrimination against employees, including sexual harassment.

I encourage you to continue strengthening your efforts to protect your employees from sexual harassment and other unacceptable forms of workplace discrimination. It is essential not only to comply with your CPB grant or contract, but because it is the right thing to do for your organization, its people, and for the public media system.

Timo encouraged everyone to read the documents available on the

<https://www.kgnu.org/ht/aboutus.html> page. He read a draft Statement of Affirmation

(<https://docs.google.com/a/kgnu.org/document/d/1gUNwEupE9bkexfWG0emOMX8q2jJm5Ujp>)

hwrUPRyFAkU/edit?usp=sharing) that can be posted on the website, appended to newsletters, etc. The Board will respond to this in January.

Needs and Expectations of Ad Hoc Committees Going Forward - Board

Liz volunteered to be a liaison for the capital campaign. The group is planning to submit a purpose statement and become an Ad Hoc committee. Tim has discretion over capital spending from capital campaign funds we have already received. The capital committee could create a capital campaign. Upcoming capital needs during the period of the campaign should be considered in the scope of this committee's work. The Board should start recommending candidates for this committee.

2018 Retreat Planning - Risë

Venue needed. Dave said he would reserve the Denver Open Media building for January 27. Tim suggested "Community and Strengthening Participatory Processes" as a theme. Louis suggested Park Hill United Methodist Church and Montview Presbyterian Church as possible venues; Risë will contact them.

Meeting adjourned 8:12 pm