

KGNU Board of Directors Meeting Minutes

Monday, July 9, 2018

KGNU Boulder Studios

4700 Walnut St., Boulder 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 - ex officio

Public attending

Carl Armon

Joy Barrett

Marge Taniwaki

Meeting called to order 6:02 pm

Public Comment

None

June 2018 meeting minutes approval - moved until August

Station Manager Report - Tim

Condolences

KGNU would like to extend our condolences to Beverly Grant for the untimely death of her talented young son Reese Grant-Cobb, who was attacked and murdered recently in Denver. Beverly has been a regular contributor and producer of KGNU's Metro-Wellness Wednesday's for many years as well as a selfless community organizer. She recently organized the community kitchen at the KGNU studios for the Dining On Air event held there. We are profoundly saddened to have learned of Reese's untimely death. A [gofundme page](#) for community contributions to help cover the expenses associated with Reese's passing, has been established to support the family.

Summer Fund Drive

KGNU will hold its annual Summer Fund Drive from July 10-15. We have a \$25,000 goal.

Station Activities - Events

We've participated in a series of local events throughout June including, a livestream of the Latino Fest which had excellent engagement despite poor internet connectivity. The Young Lions Reggae Concert celebrating 40 years of Reggae Bloodlines and Makha Donovan's participation which brought out more than 550 people in Denver; a showing at the Alamo Drafthouse of Pirate Radio and a short documentary on KGNU where Board Chair Jon Walton spoke. We are preparing for the upcoming sold out Charles Sawtelle Mountain Jam in Gold Hill, the RockyGrass Live Broadcast, the Arise Fest Live Stream, the Denver Record and CD sale

and many others. On August 9, 2018 we'll hold an Open House Reception for the Listening Together Exhibit at the Museum of Boulder.

KGNU Wins Two National PRNDI Awards: Public Radio News Directors, Inc., or [PRNDI](#), has recognized KGNU for two news programs. [The Ripple Effect of Suicide](#) came second in the Best Call-in Show Category among small newsrooms, and [After Hours at the Radio Bookclub: Alexandra Fuller](#) came second in the Best Podcast category among small newsrooms.

The [Radio Bookclub](#) is a collaboration between KGNU and the Boulder Bookstore and is broadcast on the 4th Thursday of every month at 9am. [After Hours at the Radio Bookclub](#) is a podcast-only show featuring extended interviews with authors featured in the Radio Bookclub.

KGNU is in the process of updating aspects of the Morning News Programming to better suit podcasting format. We expect to roll this out in the next two months if not sooner along with accompanying forward promotions of the available podcasts.

Summer Trainings and Internships: KGNU held one of two Youth Summer Radio Camps in June. The next is scheduled for late July. Both camps will reach maximum capacity. The Temple Grandin two-week Summer Radio Camp was also held at KGNU with large participation of autism spectrum youth. The Denver studios are hosting Denver Public Schools paid interns for much of the summer; they are working on local projects and news room support. We currently have additional summer interns working with the Denver Program Manager, Music Director, News Director, and the Community Development Director.

KGNU is in discussions with Workforce Boulder County about the possibility of engaging in their Internship and Work Experience programs where they offer 4- to 6-month paid internships to qualifying individuals in their work pools for specific job experience. Several staff are drafting job descriptions of 20- to 30-hour/week positions (not currently filled by volunteers) that would support their particular departments, freeing them to work on bigger-picture projects. We expect to pilot the service toward the middle to end of this quarter.

The Station Manager was nominated and selected to participate in this year's highly competitive El Pomar Nonprofit Executive Leadership Program at the Center for Creative Leadership in Colorado Springs in late August. We'll request that a member of the Executive Committee work with the Station Manager on a required assessment prior to the start of the program.

SVP: KGNU is close to finishing its first year as an Social Venture Partners investee. For July and August the Investee conducts SVP's Organizational Capacity Assessment Tool (OCAT) *and* works with Lead Partner(s) to update progress notes on the strategy map & work plan. The Station Manager will circulate the link to the online updated OCAT for a new organizational assessment as a part of our first year's evaluation.

CPB: The CPB approved this morning the final review of the Annual Financial Reporting. Total NFFS (Non-Federal Financial Support) was finalized at \$839,071 the highest it has been since 2011, representing a near \$7000 increase for the 2019 grant, barring any unforeseen changes.

Executive Committee

The Board's Executive Committee met on Tuesday, July 3rd to set the agenda for this board meeting.

Nominating Committee - Joy

We reviewed several documents on our list for upgrading and streamlining, and talked about more effective sharing of documents among committee members. Dennis offered to revise the board prospects spreadsheet, our main tool for tracking status of prospects.

We spent the bulk of the meeting time discussing board leadership and potential executive committee scenarios for the next couple of years.

A strong board prospect is moving in the direction of applying for the board. He is a volunteer helping in various capacities and a music DJ. He is expected to attend the July board meeting, and the upcoming Budget Committee meeting, as he's interested in that committee.

NomCom's next meeting will take place Wed., July 18, from 6 to 8 p.m. at the Boulder studios.

Program Committee - Beka

Reviewed a show and gave feedback to show hosts.

Dave Glass is moving away and discontinuing DJing on from the Swing Shift show. The Program Committee is seeking input about that time slot.

No meeting in July; next meeting August 28 at 6pm at the Boulder studios.

Budget Committee - Jeannie

Met to review 2019 fiscal year budget

Next meeting Weds., July 25 at 4pm at the Boulder studios.

40th Anniversary - Roz

June 28 - The Epic Young Lions Reggae Revival Concert celebrated 40 years of Reggae Bloodlines at Cervantes Masterpiece Ballroom in Denver. About 500 people attended. Sean said we sold more memberships there than at most events, and we sold a lot of KGNU t-shirts as well. We don't yet have the total amount raised.

June 30 - The film Pirate Radio screened at Alamo DraftHouse, 60 people attended. Raised ~\$1000. Jon spoke about history of KGNU; said about half the audience was already familiar with KGNU.

July 4 - The Outsources collective held a Dining On Air event and raised \$1300 (in addition to the \$5000 already raised at Dining On Air events in May).

July 22 - The Charles (aka KGNU Mountain Jam) in Gold Hill with Hot Rize and other guests has already sold out. A shuttle service between Boulder and Gold Hill with Via Mobility Services is being arranged.

July 30 - KGNU Exhibit: Listening Together, Museum of Boulder: The exhibit opens on Thurs Aug 9 August 4th and continues through August 16. Reception: Thursday, August 9, 6:00-8:00pm. A press release to announce this is going out this week.

Sept. 3 (Labor Day) - Annual CD & Record Sale at KGNU Denver Studios at 700 Kalamath. Part 1 of the sale is scheduled for Sunday, September 2nd; part 2 is Friday, September 7th, in conjunction with the AM anniversary. All events at the KGNU Denver studio on Kalamath. Donations of records, CD

Sept. 15 - Making Waves: Celebrating 40 Years of KGNU Community Radio with keynote speakers Amy Goodman and Jim Hightower, at the Millennium Harvest House. VIP cocktail reception, silent auction, and volunteer recognition. \$125 early-bird/\$150 after August 17.

Ozo Coffee promotion brought in \$2555.

Flashback 40: Hemispheres retrospective airing Monday, **July 16. July 30:** LGBTQ coverage on KGNU over the years.

Strategy Committee - Roz

Met June 19. Committee member Sanford Beren converted our old Excel spreadsheet to a two-page document outlining our strategic goals and priorities. The Board would like to review this new document over the coming month and discuss it and potentially approve it at the August 2019. Jon suggested that the committee present it at the next meeting. Tim will send a new link to the document, which the Board should review by Tuesday.

Next meeting: Tuesday, July 16 at 6pm.

Board Membership Planning - Succession

Board members came up with three potential Executive Committee slate scenarios:

1. Liz Chair; Risë Vice Chair; Barbara Secretary; Jeannie Treasurer
2. Risë Chair; Barb Vice chair; Liz Secretary; Jeannie Treasurer
3. Risë Chair; Liz Vice Chair; Barb Secretary; Jeannie Treasurer

Jeannie announced she will not be able to serve as treasurer after November 2018.

Tim suggested that each ExCom member draft a job description of their duties, meetings, hours spent per week (or month). Joy will find out what NomCom already has and share this with the Board. In choosing people for specific roles, Jon encouraged Board members to consider the needs of the Board coming up in the future (in the next five years), and the skills we need (e.g., public speaking, financial literacy, editing, willingness to collaborate using shared online documents). The Board will discuss these potential Executive Committee slates over the next couple of weeks, and ExCom members will draft job descriptions. NomCom will send out what they have and we can compare these before the next ExCom meeting.

Tim encouraged folks to consider the station's needs going forward as they consider what roles they are willing to fill. He offered that reviewing the station's Strategic Plan will be helpful with this.

Tim asked that current ExCom members be willing to mentor future members once they assume their new ExCom roles.

Presentation of 2nd Draft of 2019 Fiscal Year Budget

The KGNU website revamp is not included in this draft budget, but is currently in the Capital Campaign budget. The Board would like to see the Capital Campaign budget.

Management of Capital Campaign - Jon

A new committee is needed to manage this. SVP is ready to engage and we need someone on our end to work with.

A motion to make Liz the chair of this committee passed.

Profile of prospective committee members: Connections in the community we don't already have; have already contributed to other capital campaign projects. Financial management, communications skills, marketing, design, PR. Some members with name recognition or who have contributed to major community projects. Tim and Liz have ideas about who to invite. 10-15 people optimal, with various levels of commitment and involvement. Tim suggested that Board members look at the list of donors they want to cultivate (or invite to the Sept. 15 event) and consider them.

Board members should forward their prospective member ideas to Liz.

Development Committee will continue to focus on operational fundraising.

AM Signal Update

Our goal is to analyze the impact of KGNU's AM signal and how that intersects with the station's Strategic Plan.

The Board requested that Strategy Committee gather information about the AM signal: Are there individuals who can only access the station over the AM signal (and not FM and online)? How many?

A motion for Strategy Committee to put together an analysis of the current and projected impact of KGNU's AM signal and listenership and report back to the Board by the October meeting passed.

Finalizing the Volunteer Agreement - Jon

The Executive Committee owns finalizing the Volunteer Agreement by the August Board meeting. Then the Board can decide when we can implement it and what deadline to set for all volunteers to sign it in order to continue (or start) participating in station activities including DJing and show hosting. Tim said there are two agreements: General Volunteer Agreement and an On-Air Agreement.

This was a core project that SVP has contributed to. Board can adopt the Agreements and the Volunteer and Employee Handbooks.

An on-air certification process is in the process of being developed. This would be an annual requirement.

The Board can help with updating the KGNU Policy File and identifying gaps in the current policies and procedures.

Two ways to implement: 1. Through policy and the Board retains some control and decides whether volunteers have to sign in order to participate. 2. As a practice that the Station Manager implements.

Tim said he can have the final version of the On-Air Programmer Handbook, the Employee Handbook, the Certification Exam, Volunteer Agreement, and On-Air Agreement ready before ExCom and forward them to the rest of the Board for review so we can vote on them at the August Board meeting.

Board entered closed session 8:32 pm

KGNU's Board entered a closed session to discuss proprietary financial information.

Board exited closed session 9:03 pm

A motion was introduced and passed to authorize Station Manager Tim Russo to submit and sign refinance documents for the mortgage on 4700 Walnut in Boulder from Elevations Credit Union. Final approval of the refinance will be ratified by the Executive Committee.

Meeting adjourned 9:04 pm