

August 2020 KGNU BOARD OF DIRECTORS MEETING MINUTES

KGNU Board of Directors
August 10, 2020
ZOOM Meeting
Boulder, CO

Board members attending:

Rebekah Hartman - Chair
Barbara Stern - Vice Chair
Carl Armon – Treasurer
Roz Brown – Secretary
Sanford Baran
Robert Hastings
Elena Klaver
Tim Russo - Station Manager (Ex-Officio Board Member)

Staff attending:

Dave Ashton

Public attending:

Joy Barrett
Iris Berkeley
Cal Huss
Jim Jobson
Rise Keller
Liz Lane
Thomas Lenk
Marco Mangione
Zach Ritz
Eric Scace
Nile Southern
Marge Taniwaki
Shiquita Yarbrough

Meeting called to order:

- **Barb Moved, Carl seconded at 6:05**

Public Comment

Thomas Lenk: First time to attend a board meeting – glad Rebekah is the board president; feels that KGNU is doing a great job right now and carrying great programming.

Cal Huss: Would like to see the signal improved to reach a larger audience. Tim responded that it is an ongoing challenge that is being researched. Nile Southern added that he feels that exclusive online music programming may be a space where safe harbor could exist.

Station Manager Report - Timo

Coronavirus Protocols

At this time, there are no updates to the coronavirus protocols that KGNU has in place. The Green Studio has been opened with limited and by online reservation only, studio time for single individuals. There will be no shift to our other emergency protocols or office closures for the time being. We will remain closed to the public; maintain the current studio usage protocols, limiting one person in the Red Studio at a time, a suspension of studio rentals, radio training classes, etc. The building(s) will remain closed to the public and to non-staff with the exception of the current on-air host. We will maintain strict social distancing inside the building at all times and firm cleaning policies (special supplies are still very limited and hard to come by). Facial Coverings (masks) will be required while in the building, with the exception of when broadcasting or staff working alone in their offices. All committees will continue to meet remotely via zoom. We continue to encourage as much home pre-production as possible so that producers can continue to improve on their ability to produce remotely. There are no changes to the Denver Studio closures for production. Staff organized events, where state and city health and safety protocols and conditions can be assured, may offer limited and controlled opportunities for special activities.

Grants and Programs

KGNU was recently awarded two new grants, one from the Denver Foundation/Bonfils Stanton Arts & Culture Relief Fund and another from the Denver Relief Fund. These grants will be helpful for sustaining current operations and some technical expenses moving through FY20-21. KGNU, in partnership with the Community Foundation Boulder County and with Knight Foundation Funding has developed the Trends Reporting Fellowship that will launch its inaugural cohort in Mid-September to support the shifting of the local media landscape to focus significant energy on social and racial equity based reporting and the cultivation of diverse media-makers talent pipelines to existing and emerging media locally.

Technical Issues

We continue to assess transmitter site issues that require attention. The AM site has been more stable but requires guy wire work and anchor cleaning. The FM site has feedline maintenance that is required.

DEI/Anti-Oppression Training

Training with Building Bridges begins with staff workshops in late August. Training with the KGNU Board will follow. Workshops for committee members and volunteers are being planned to begin as of September. In addition, staff is being encouraged to attend and participate in public media wide conversations on race and public media that are taking place in the state and nationally from Colorado Media Project through to NFCB, and the Public Media Journalists Association and Greater Public. Training will examine implicit bias, media bias, systems of oppressions, intersectionality, and institutional barriers to effective diversity, equity and inclusion. NFCB has produced a good guide that hopes to support DEI in Community Media.

Denver Move

Construction on the third floor of the Buell Media Center continues. The interior continues to be finished and wiring from the studios to the IDF (tech room) is nearly complete. According to the last check in with the architectural and construction team, the third floor should be available by September 15th. The latest iteration of the 3rd floor tenant agreement is currently being reviewed by KGNU legal counsel. Leases should begin as of Oct 1, 2020 assuming there are no delays in the construction timeline. Payment of approximately \$95,000 for the design, construction and electrical installation costs is due on September 1, pending the signing of a final lease agreement.

We have begun to focus on the back end design of the digital upgrade, STL, and interstudio connectivity design components. A recent walk through of the studios and building offered an opportunity to measure and map the studio space to begin to consider furniture needs in relation to user interface equipment needs. We'll spend much of

August focused on refining the phases of KGNU's studio installation plan, finalizing these plans and equipment budgeting estimates.

PPP

PPP loan forgiveness applications are expected to be opening soon. The application was not yet published on our lender's website as of this writing. KGNU has attended the loan forgiveness workshops in preparation to file the application. We will be working closely with our accountants to correctly file the application for maximum forgiveness according to the SBA guidelines. Authorization will take several weeks to complete once the application is submitted.

Events

The KGNU Yard Bazaar is being planned for Sept 4th and 5th 700 Kalamath Street. More information is on the F&O and will be on the spotlight soon. Destination Freedom has two new special programs coming up on Kabaret on August 18th and an Emmet Till special on August 28th during Blues Legacy, that will be broadcast live from Dazzle. We will be postponing the August Cultura Viva. The Rockygrass transmission was a success with over average online listening at about 400 listeners drawing in nearly \$2000 in tips and new memberships. Sunday Live at Five continues with good online engagement.

Executive Committee

The Board's Executive Committee met on Tuesday, August 4, 2020 to set the agenda for this board meeting.

Strategic Planning Committee Report - Sanford

In attendance: Sanford Baran, Marco Mangione, Eric Scace, Robert Hasting, Tim Russo

The July 21st virtual meeting focused on the Strengthening Committees Questionnaire:

- Cleaned-up and finalized questions to be sent out to Committee Chairs for their input. Committee has agreed that there will be only two questions
- Discussed term limits for Committee officers
- Discussed establishing well-defined Committee expectations

The next step is to create a jot form of these questions and then have the BOD email the form to Committee Chairs. This is in progress and hopefully will be completed in the next week or so.

The next meeting is scheduled for Tuesday, Aug. 18, 5-6:15 p.m. via ZOOM.

Development Comm Report - Barb

In attendance: Barbara Ster, Verity Matthews, Sarah Shirazi, Robert Hastings

The July virtual meeting was held July 20, 2020.

- Sarah secured a 20K grant for election coverage, 4K for Spanish info spots, as well as the Charles and Cultura Viva events.
- Verity coordinated membership drive with 310 donations -goal was 300
- Barb & Robert worked the phones on "Thank You" calls.

The Aug. meeting is scheduled for August 17, 5 p.m. via ZOOM.

Treasurer/Budget Committee Report & 2nd Draft of FY21 Budget – Carl and Timo

Tim: expect to finalize and vote on that budget in Sept. and start October with a new budget.

Next meeting scheduled for August 31, 5 p.m. via ZOOM.

Public Comment: ***Marco noted that he feels the country could have a future crisis such as the current pandemic and we need to be prepared financially - understand what's happening with the Capital Campaign and explore and address options beyond that.

Program Comm Report - did not meet in July

Capital Campaign Committee Update - Liz Lane

Julia Kashkashian led the meeting on behalf of Liz, held Aug. 3, 2020

In attendance: Julia, Tim Russo, Roz Brown, Robert Hastings, Carl Armon

Focus: Update on mid-year "ask" tallies and pending "asks"; review of major donor spreadsheet and discussion of specific strategies for approaching; report on Summer Fun and Virtual Mountain Jam take-aways for virtual fundraising.

The August meeting was attended by only a few members, due to travel and vacation schedules. However, as planned, those attending provided the committee with a "mid year tally" on funds raised, asked made, asks declined, asks pending. The committee will need to gather the rest of the members' numbers for presenting the annual report to the station in November.

The group developed strategies for approaching about a half dozen KGNU major donors, identifying who among the committee or KGNU family would be best to approach these folks for a gift to the AC campaign.

Reports on a couple of virtual fundraisers held by other orgs during this pandemic, mostly political fundraising distinct and different from not-for-profit fundraising.

Report on successful Summer Fund Drive and Mountain Jam events held during July.

The regular meeting is the first Monday of each month at 5 p.m. Sept.. meeting may pose a Labor Day conflict but will continue as scheduled.

Events Committee Report - Barbara

Monthly meeting was held on Aug. 3, 2020

In attendance: Dave Ashton, Barbara Stern, Karen Gruber, Dan Willig

A small attendance due to vacation schedules and other conflicts.

Reviewed the outcomes from both The Charles and Rocky Grass Radio events and deemed each a success due to the dollars raised and new memberships that resulted from these virtual events. Lessons learned will be used for future virtual events.

The KGNU Yard Bazaar is now scheduled for Friday and Saturday, September 4th and 5th. Promos will start airing next week. Logistics based on State regs are being followed to ensure a safe event.

Discussed the possibility of adding two events for the fall: Volunteer Appreciation event after the Fall Fund Drive, and also creating a virtual event to thank our members.

There was a discussion regarding the need for a "boots on the ground" person doing promotional work in Denver as we were doing when Sean was working at KGNU.

Dave also reported on the KGNU, Open Media Foundation, and Art District on Santa Fe Yard Bazaar scheduled for September 4th and 5th at 700 Kalamath Street in Denver. The event will allow attendees to hop in the open air for records, CDs and books, electronics, TV equipment, and wares from local artists. Dave reported that the KGNU

parking lot market will be socially distanced, with masks required to participate. There will also be KGNU DJs providing entertainment and food trucks on site.

The next meeting is scheduled for September 2, 2020, via Zoom.

Nomination Committee - Joy Barrett and Nile Southern (co-chairs)

Monthly meeting was held on July 20, 2020

In attendance: Joy Barrett, Nile Southern, Marge Taniwaki, Liz Lane, Elena Klaver, Robert Hastings, Bill Hogrewe, Tish Beauford.

We compiled our interviewee questions and determined who would follow-up with which references the applicant provided.

Monthly Report Summary

During the processing of the Applicants' applications, Nomcom decided to modify two questions on the application—namely, those which imply deficiencies at the station that need 'fixing' or 'improvement'—as if the Applicant has all answers. The nuances are important, and, we've found, can skew both the answers as well as key dynamics between Committee/KGNU and Applicant.

Also discussed: the virtual volunteer orientation, and how beneficial it is for a Nomcom member to briefly present benefits of Committee work (as well as pitch for the Board). Additionally, Nomcom can monitor first-hand current volunteer landscape, and (possibly) connect with potentially suitable volunteers. Also discussed: the fine points of coordinating this effort with Staff, without being intrusive or overstepping bounds, and have subsequently interfaced to good advantage with Verity on same. This 'volunteer outreach' aspect was also considered in light of the materials we still aim to put forward (i.e. short video presentation) which can be launched during the virtual (or F2F) volunteer orientations.

Joy provided an update on 'Strengthening Committees' initiative presented at the last Board meeting. Also discussed, status of another application and next steps, as well as prospects.

Nomination Committee Nomination of Shiquita Yarbrough to KGNU BOD

The KGNU BOD reviewed the nomination of Shiquita Yarbrough to the BOD and voted to approve her nomination. Shiquita will attend her first meeting as a BOD member on Sept. 8.

Announcements/New Business

Adjourned: 7:35