

December 2020 KGNU BOARD OF DIRECTORS MEETING MINUTES

KGNU Board of Directors
December 14, 2020, 6 p.m.
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
Shiquita Yarbrough - absent
Tim Russo - Station Manager (Ex-Officio Board Member)

Staff members attending:

Dave Ashton
Verity Matthews

Public/station volunteers attending:

James Gralian
Jim Jobson
Joy Barrett
Iris Berkeley
Eric Scace
William Morton
Eli Kalen
Craig Petersen
Tish Beauford
Marge Taniwaki

Executive Committee: The Board’s Executive Committee met on Tuesday, December 8, 2020 to set the agenda for this board meeting.

***** December meeting called to order: 6:05**

Station Manager Report: Tim Russo

Coronavirus Protocols

There are no Coronavirus studio or station protocol updates since the tightened measures were implemented in October. 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. Both the Boulder and new Denver Studios have self screening stations at the front desks.

We encourage everyone to use the contact trace apps that are available. Please take extra caution during the holiday season and reduce your footprint at the station locations if you have been actively visiting or socializing with people outside of your immediate household.

Denver Move

We are live from the Buell Media Ctr KGNU Studios at the COLab. We're proud to announce that as of the beginning of December we are transmitting Denver programming live from our new studios (the "Orange Studio") on the third floor of the Buell Media Ctr located at 2101 Arapahoe Street in Denver. Tremendous thanks to Eric Scace for a tremendous effort to engineer and install all of the studio and technical equipment. Huge thanks to Frank Lambert who designed and coordinated the installation of sound proofing and studio furniture with Dave A's help. Thanks to all others who helped in the transition.

As we get settled in with broadcast from the new studios, a handful of technical issues arise that we are documenting and working to quickly resolve through the fine tuning process. We continue to have a few issues in the audio chain that we are working to iron out the wrinkles. We appreciate our listener and volunteer patience as we work through those issues.

Parking continues to be a challenge but we have, with Indra Raj as lead, worked out a temporary parking protocol that we hope will aid in easing issues associated with the challenging parking situation at the Buell Media Center. We continue to negotiate with RMPBM and will begin a negotiation with nearby parking lots to attempt to gain economical access for staff and volunteers to safe and convenient parking. All volunteers should plan extra time for parking when coming to do live shows at the Buell Media Center. We want to remind everyone not to leave personal belongings in their vehicles when parking at any downtown location nor at the Buell Media Center.

Colorado Gives Day – Year End Campaign

Colorado Gives Day paired with the Colorado Media Project's NewsMatch, Giving News Day yielded a nice response and return. COGives yielded roughly \$3,000 above our \$27k goal + the \$5000 match from GivingNewsDay. We have an additional \$35,000 to raise through our Year End Letter and soft Year End Fundraising. This year we will have pre-produced promos running during the last three days of the year as opposed to an active year-end cyberdrive with hosts making pitches, which we have discontinued as to not provoke listener and donor fatigue.

News Director Search

The News Director Search Committee has concluded its first round of searches for the next KGNU News Director. The committee invited three candidates to interview and conducted two interviews. After the interviews the committee decided to invite one interviewee to a final round of interviews but also decided to keep the position open and solicit a new round of applicants immediately after the December holidays and wrapping up at the end of January. We will continue to work with Roz Brown and Sam Fuqua to determine their disposition to serve as Interim Morning News Producers while we search for the next News Director. We hope to have additional, well qualified candidates to interview before the end of January, in hopes of having our next News Director settling in prior to the Spring Fund Drive.

Grants and Programs

KGNU has finalized and submitted the PPP loan forgiveness application. We hope that we will receive a swift response as to whether loan forgiveness has been granted. KGNU was also recently awarded a \$23,000 Boulder County Small Business Cares Act grant to help cover lost revenue and expenses related to additional costs incurred to the station due to the COVID-19 pandemic.

The NFCB's Community Counts Initiative, a yearlong cohort and organizational capacity strengthening program, kicks off this week. Tim Russo and Sarah Shirazi will be attending on behalf of KGNU.

DEI/Anti-Oppression Training

KGNU Staff continue to meet on a monthly basis with Building Bridges. In early 2021 we are planning to broaden the trainings with a follow up training for the Board of Directors and additional trainings for committee members. Dates have not yet been set.

CPB/FCC

KGNU finalized CPB recertification for the upcoming year. A restructuring to the CPB Community Service Grants program means that KGNU will receive slightly less than recent years, despite reporting greater income, as the tiers have been changed slightly and the midrange to high income tiers now receive slightly lower grant awards based on the new formulas.

The KGNU Frequency License is up for renewal in 2021. KGNU filed for renewal of our NonCommercial Educational broadcast licenses on November 30th. The renewal applications can be found by going to the Public File Links at the bottom of the KGNU homepage. There are a series of post-filing on-air announcement requirements that are scheduled and currently airing at designated times according to the FCC requirements. The online post-filing web announcements for the KGNU translators are also available on the KGNU homepage. We will continue to stay updated on the renewal process as we await any determinations from the FCC.

Programming

After review by the Program Committee, as result of a series of significant listener complaints, KGNU has decided to discontinue the airing of Community Public Radio at 5:30am Tuesday through Thursday, as the show's recent programming reflects a significant deviation from the KGNU mission and values, as well as overall poor and inconsistent production quality in general. The program will be replaced with Radio Bilingue's award winning Linea Abierta bilingual news and analysis program. KGNU is proud to be the first station on the Colorado Front Range to bring Radio Bilingue programming to our audience. We will prepare outreach and promotions to attempt to grow an audience for the new programming. The programming shift will also cause a minor shift to our 6:00 am to 7:00 am BBC programming where we will push the BBC Newsroom to 6:30 am and drop BBC's Business Daily and Witness which we currently weave together to fill the 6:30am block. The change to the early AM program should take place this week.

Treasurer Report - Carl Armon

October 2020 Profit and Loss: Our total income was about \$64K. Our expenses were about \$90K, so we had a net income to date of about minus \$26K. Our budgeted net income for August was minus \$46K, so we are actually above goal by about \$20K.

Income

Through the end of October, we were at 120% of our income goals, above budget by about \$10.8K. We were at 101% of our membership goal, with actual income \$527 above income goal for the month. We are at 49% of our October budget goal for business/industry underwriting, and we are at 530% of our budget goal for car donations (\$11.5K above goal).

Expenses

Our total expenses through the end of October were at 91% of our projected amount. Engineering professional fees were at 50% below the budgeted amount, and Repairs & Maintenance was at 14% below the budgeted amount.

Overall

Because we were at 120% of income goals and 91% of budgeted expenses for October 2020, our Net Income is above the budget estimate: -\$26.1K compared to our budgeted value of -\$46.2K.

December 2020 Development Committee Report

Attendees: Robert Hastings, Chair; Barbara Stern, Verity Matthews and Sarah Shirazi, Staff Liaisons; Yukari Miyamae

Development Director Update (Sarah)

A. Grants: Finalist for Report for America; Grant Submitted to the Nonprofit Emergency Relief Fund; Submitted Baseline Survey to Community Counts Initiative; Boulder Arts Commission funding will stay the same; Prepping for Community Shares Recertification; Denver Foundation Technical assistance; Graduating from SVP; Keeping our Eye out on the Gap Fund and Energize Colorado

B. Underwriting + Org Members: Mother House; Youth on Record; Boulder Arts Week; League of Women Voters Boulder County; BMoCA; Chinook Fund

- Major Donors
- Planned Giving
- Working on End of Year Fundraising Plans- focus

Membership Coordinator Update (Verity)

1. Thank You calls from the Fall Drive are complete (thanks to everyone)
2. Check-in on Cultivation Calls- SOLR Members - 1,300 People calls in progress

1. Any help with these would be appreciated
2. The goal is to have these complete by EOY
3. End-of-Year letter is getting out before Thanksgiving!

Colorado Gives Day is 12/8

- There will be apx. 300 ty calls to be completed 12/10 and 12/1
- Recruit phone volunteers
- Robert Can help with Calls
- Chef Bob can help out with some calls
- Update on caller ID broadcast
 1. There is none until I get time to work with Evan on this, only people who are comfortable making calls from their own phone numbers will make calls.

King Soopers (Robert)

- Wild Animal Sanctuary raised \$34k in one quarter from King Soopers member plan 2.
- Will start working on a plan to roll this out in January
- Yukari suggested poetry Zoom event for fundraising similar to what the Atlantic is doing

December 2020 Programming Committee Report - Jim Jobson

Attendees: Jim Jobson, chair; Board Liaison Carl Armon; Staff Liaisons Indra Raj and Dave Ashton;
Members: Michael Buck, Guy Erickson, Marco Mangione and Iris Berkeley

Topic 1: Discussion to consider removing the CPR program post-haste due to “inflammatory” and unbalanced propaganda. The show is not in line with the station’s mission.

Topic 2: New secretary - Currently the Secretary position is open. We will rotate as needed due to inability to commit from members. We will continue to find a more permanent Secretary.

Topic 3: Review Carrie Marks' ASA show on 11/05/20. Feedback provided.

Topic 4:

1. Do a complete evaluation of the KGNU on-air schedule in the new year.
2. Opening up new programming ?
3. Opening-up live stream using grey studio?
4. For hours that are difficult to fill, consider potential changes in those areas.
For example: Possible new show dance transitions from South Asian/ beats to be aired once each month during Reggae hour.
5. Better audio promos & promotion in general.
6. Take notice of shows that need help or have tired programming and past prime.

The next Programming Committee meeting is Tuesday, January 26, 2021, 6 p.m.

December 2020 Nominating Committee Report

Attendees: Joy Barrett and Nile Southern, Co-chairs; Elena Klaver, Board Liaison; Evan Perkins, Staff Liaison. Members: Marge Taniwaki, Dennis Glowniak, Bill Hogrewe, Tish Beauford, Thomas Lenk

Agenda Items:

Board Member Tenures: The next board member terms to end are the first terms for Sanford and Carl, which expire in September 2021.

Nile and Joy reported that they were ‘re-authorized’ by the Board to be committee co-chairs, and made it clear that if anyone wants to step up and become chair or co-chair, they should!

Quick discussion of Application form not working—and no PDF downloadable. Evan commented it was an ‘embedding’ problem—it is now (12/6) fixed.

Discussed several prospects and who in the committee would act as point person for each

Discussed the concept of a “Youth Board Member” as a non-voting participant on the board. The idea would be to do this as a policy change rather than a bylaw change. Some organizations were cited as examples of how to involve youth. Elena will compose a document on this topic for review by the other members of the nominating committee. (This document was written and shared with the committee and Timo. Timo has provided initial feedback.)

Thomas Lenk was voted in as a member of the nominating committee (he was a member of the committee several years ago).

Succession planning for the leadership of the nominating committee and the need to engage new members of the committee was discussed.

The committee discussed the idea of background checks for board members. We agreed that these checks were neither appropriate nor beneficial.

Nile updated the committee on progress with the volunteer orientation video including the script, the need for additional images and video, and plans to discuss resources with staff. Someone from the committee will continue to attend the volunteer orientation meetings to determine what content form us would be useful and to stay aware of new volunteers.

The time and date of the December committee meeting will be decided upon via a Doodle Poll to avoid conflicts with holidays. – December 16, 2020 from 5:00 p.m. to 7:00 p.m. was chosen.

Action: The appropriate point person will contact two prospective board applicants

- Update online application form and guide
- Compose a draft “youth board member” document
- Check on age limits in bylaws
- At least one committee member will attend the next volunteer orientation meeting.

December 2020 Events Committee Report

Attendees: Co-chair Kathy Metzger; Barbara Stern and Sarah Shirazi, Board Liaisons; Members: Dave Ashton, Shiquita Yarborough, Yukari Miyamae, Karen Gruber, Dan Willig, Meredith Carson, Kathleen

Discussion and planning for Mardi Gras are ongoing as we are looking at sponsorships, ticketing options, with the day of the event tentatively set for Feb 6th.

Holiday Party is now 12/19 and not 12/12. More time is needed to get all the pieces together to make this work as a party.

Lecture Series will be discussed in more detail in January as we decide what direction and topics we think we should focus on.

Plant Sale is something we want to do again; Kathleen will be the lead person on this event.

☐ Please contact Board Liaison, Barbara Stern to learn how to get more involved with the Events Committee, sbarbara7@me.com.

December 2020 Strategic Planning Committee Report

Attendees: Chair, Sanford Baran; Staff Liaison, Tim Russo; Members: Marge Taniwaki, Eric Scace

Finalize two one-page recommendations to the Board regarding our Strengthening Committees work. Each one-page recommendation document will clearly and accurately list the pros and cons of each recommendation.

The feeling on the Committee is that it's time to bring closure to our Strengthening Committees work. The hope was that we could present these recommendations to the Board at the December meeting and have the Board vote on them. But it has been difficult getting the key people working on and writing-up these recommendations together to finalize them, given all that has been going on with bringing the new Denver studio online.

It's looking like this vote will probably need to be delayed until the January 2021 Board meeting. This will give Strat enough time to finalize the docs and distribute them to Board members in advance of the January meeting, so everyone can be adequately prepared when its time to take a vote.

Next Strat Comm Report - Dec. 15th, 5 p.m.

Capital Expansion Committee: no formal report

7:20 Adjourn