

September 2021 KGNU Board of Directors Meeting

KGNU Board of Directors
September 6, 2021, 6:00 p.m.
ZOOM Meeting
Boulder, CO

Board members attending:

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

Staff members attending:

Dave Ashton

Public/station volunteers attending:

Iris Berkeley
Eric Scace
Jim Jobson
Joy Barrett
Bill Hogrewe
Steve Priem
Marge Taniwaki
Gary Rauchenecker
Erik Johnson
James Gralian

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

September meeting called to order: 6:05

Approval of Minutes

Station Manager Report: Tim Russo

Masking Mandates

We continue to monitor the health situation with the new Delta variant of Covid. We are returning to the mask mandate for all persons in public and shared spaces including the vaccinated volunteers and staff. Per the recent Boulder County Public Health Department 9/2 indoor mask mandate rules have tightened a bit. Vaccinated guests continue to be allowed in the studios (with up to three vaxxed people total per studio) when scheduled to be on air or in production but if you are unmasked you must remain 6ft apart (per a mandate modification by BCPH for KGNU). However, **unvaccinated** hosts/dj's **may not** be

unmasked in the studio with other people. They may have a single guest in a separate studio or the Kabaret space and doors must be closed. Details on the [galaxy volunteer portal](#). We will monitor Denver Buell Media Center policies and continue to coordinate with RMPBM about building policies.

Technical/Engineering

KGNU filed our Minor Modification application for a Construction Permit with the FCC as the first phase of the signal improvement project to improve the footprint and terrestrial coverage of KGNU's main 88.5FM signal. We have begun initial conversations with nearby stations to negotiate potential amendments which would greatly improve the proposed footprint while providing for a technically more simple antenna design. Authorization of the Minor Mod application could take 30 - 90 days if all goes well.

Staffing

KGNU's Creative Digital News Producer, Hannah Leigh Meyers will be stepping back from her position as of October 1st to focus time and energy on her toddler. The News Department has been training on uploading podcasts, online news posts, etc. Hannah Leigh will continue to work on project productions, as a volunteer and freelancer. Good luck Hannah Leigh.

KGNU, through grant and project funding, is welcoming Martin Better to the team in a part-time project-based position as Media Educator and Bilingual Specialist. Martin will be leading the Media Gardens Youth Media project, focusing efforts on KGNU partnerships with LYAC, New Vista High School, and an exploratory proposal with the I Have A Dream Foundation. Martin will coordinate the TRENDS Diaries, finalize our Vaccine Hesitancy PSA project, and work on our bilingual newsletter.

Budget Committee

The budget committee met in early September to review the final draft budget. The Budget Committee unanimously recommended that the final draft of the FY21-22 Budget be adopted by the board as presented. We'll entertain a motion to approve the budget later in this meeting.

Events

The Yard Bazaar wrapped up on Sept 4th. It was a fun and successful event. The Events Committee will report on this.

KGNU has a series of live broadcasts in the last half of September including a Live Stream from Suave Fest in Denver on Sept, 18th, a live broadcast and stream from the Mapleton Porch Fest on Sept 19th, and a live broadcast from the Boulder Farmers Market on Sept 25th. Destination Freedom is also kicking off a new series of live on-air performances starting on Sept 21st.

Fall Fund Drive

The KGNU Fall Fund Drive is coming up quickly. We'll be holding the fundraising endeavor between October 9-17 (Saturday through Sunday). We'll be sticking with a shorter version of the fund drive and the same call forwarding system that we have continued to improve upon over the last several drives, in order to keep a safe environment while Covid continues to be a factor. Please sign up for phone shifts and encourage all volunteers to pick up a shift or support the overall effort. Please contact Verity Matthews for details.

Capital Expansion Committee

The Capital Expansion Committee met on Wednesday 9/8 for a brief meeting to discuss continued efforts by board and committee members to work on their prospects and to team up to plan small social events at their homes to engage with their prospect lists, conditions permitting.

CCI

Through the NFCB Community Counts Initiative, KGNU will be one of two community radio case studies that are focused on understanding audience research within coverage areas. We are working with NFCB and Paragon Media Strategies to develop an audience and market based research survey and project that we hope to launch before the end of this year to better understand our current and potential listening/reading audience.

Also through CCI, KGNU will be hosting Sally Kane, CEO of NFCB for a series of virtual site visits in October and perhaps November.

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Public Comment/Feedback

Elena requested info on how people can comment on the proposed changes to the 4 p.m. afternoon programming slot. Tim: could use a volunteer to help us track comments – no change will take place until announcements are circulated on-air and in the newsletter; the proposed change includes replacing the Thom Hartmann show with The World one day a week, for now.

Sanford requested info from Dave Ashton about the new Denver Buell studio. Dave: studio has never sounded better, but the building is always cold; the necessary high level of security is difficult for our street-level touch; Google is still taking visitors to the former Kalamath site – trying to get that fixed.

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Strategic Planning Committee

No September meeting - committee meets quarterly.

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Treasurer Report - Carl Armon June 2021 P&L

P&L Budget vs. Actual for July 2021

Our total income was about \$990K. Our expenses were about \$831K, so we had a net income to date of about \$159K. Our budgeted net income for July was around \$842K, a difference of about \$148K.

Contributions to **income** include: underwriting, car donations, CPB funding, grants, memberships, program guide ad revenue, studio production time and training fees, and special events income.

Contributions to **expenses** include: debt service, employee benefits, interest, IT, insurance, office supplies, professional fees, program acquisition, rents, salaries, and payroll taxes.

Income: Through the end of July, we were at 118% of our income goals, above budget by about \$148K. We were at 106% of our membership goal, with actual membership income about \$26K above income goal for the month. We are at 92% of our July budget goal for business/industry underwriting, and we are at 158% of our budget goal for car donations (\$15K above goal).

Expenses: Our total expenses through the end of July were at 96% of our projected amount. Engineering professional fees were at 26% of the budgeted amount, and Repairs & Maintenance was at 83% of the budgeted amount.

Overall: We were at 118% of income goals and 96% of budgeted expenses for July 2021. Additionally, our Net Income is much higher than the budget estimate: \$158K compared to our budgeted value of about -\$21.8K.

KGNU 2021/2022 Budget

Board Reviewed Final FY21-2022 Budget Proposal from Budget the Committee
Barbara Stern moved to approval to budget, Carl Armon seconded the motion, unanimous approval

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Development Committee Report

No September meeting - committee meets quarterly.

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Capital Expansion Committee: Report - Amplifying Community
Refer to Station Manager Report

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Events Committee Report

9-1-2021 Meeting: Attendees: Co-chair: Barbara Stern; Co-chair Kathy Metzger; Staff Liaison, Sarah Shirazi; Members: Shiquita Yarborough, Dan Willig, Meredith Carson, Yukari Miyame

Monthly Report Summary

KGNU Yard Bazaar event was Sept. 4th. Details of what revenue was made will be provided at next meeting
unless Dave A. gave Timo a #.

Mardi Gras date is in discussion now and a working group was established with members Dan Willig, Kathy, Meredith and Sarah. The venue will be The Avalon in Boulder.

The Charles is scheduled for July 24,2022

The Plant Sale is scheduled for June 4, 2022

Speaker Series will be our topic for October and the hope is to have a hybrid event/s with virtual as well as in person. Working Group established with Meredith, Yukari and Barbara. Will fill the working group with a couple of more folks.

All Station Retreat is planned for January 29,2022 in Boulder. Discussion involved having a review of KGNU's Strategic Goals and The Capital Expansion campaign and how our progress aligns with our stated goals. Plus more workshops on the editing software and how to upgrade DJs skills

The next Events Committee meeting is scheduled for October 6, at 6pm via Zoom

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Public Questions/Feedback/Comments - none

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Programming Committee

Tuesday, August 24, 2021 Meeting Attendees: Chair, Jim Jobson; Chair, Dave Ashton, Rebekah Harman, Board Liaison, Staff Liaisons: Indra Raj and Shannon Young; members: Iris Berkeley, Eric Scace, Guy Erikerson, Michael Buck

Committee reviewed Tributaries, aired on 8/8/2021. Program Committee supports the News Director's decision to remove this show from archives. Show does not support KGNU's current COVID 19 policy. The policy will be shared with all on air hosts and KGNU volunteers.

Committee reviewed Old Grass Gnu Grass, aired on 8/14/2021. Energetic show with personable host, supportive of the program's description. Diverse music from the Bluegrass genre.

Committee proposed that the News Director pursue moving the 4pm current schedule, replacing one show with another. (Thom Hartman with PRX "The World").

Next Meeting: Tuesday, September 28, 6 pm ZOOM

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Nominating Committee Meeting held on 8-16-2021

Attendees: Co-Chair, Joy Barrett; Elena Klaver, board liaison; Evan Perkins, staff liaison, members: Marge Taniwaki, Bill Hogrewe, Thomas Lenk

Monthly Report Summary

Agenda items:

- Assign note-taker.
- Review BoD tenures.
- Assign responsibilities for canvassing individual board members about a second term for Carl and Sanford.
- BoD welcome packet updates.
- Highlights from BoD meeting
- Prospect updates
- Discuss recruiting new NomCom members and identify Action Item.
- Discuss aggressive strategy for recruiting board prospects and identify Action Items.
- Begin discussion on NomCom chair(s) for coming year.

Summary of discussions:

Board Member Tenures:

The next board member terms to end are the first terms for Sanford and Carl, which expire in September 2021. Both have expressed that they will seek a second term. Barb's and Roz's second terms end June and September 2022 respectively.

BoD welcome packet will be updated by Nile, Joy, and Bill

Expanding NomCom membership:

Starting a list of prospective members: Board prospect update and recruiting strategies

Ongoing recruiting activities were discussed including one prospect who confirmed "not now", one who's schedule has been delayed, two new prospects, and a few strategic suggestions.

Action Items -

Canvassing assignments

Assemble list of prospective new NomCom members Tasks associated with new and existing Board prospects

- Elena made a motion to approve Carl for a second term on the BOD; seconded by Barbara; full BOD approved the motion.
- Elena made a motion to approve Sanford for a second term on the BOD; full BOD approved the motion.

Next Meeting: September 20, 6 p.m.

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New Business/Announcements: October meeting will be a BOD working session and include a presentation from National Federation of Community Broadcasters Chief Executive Officer Sally Kane.

7:25 Adjourned

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				APPROVED BUDGET 9/13/2021			
				Oct '21 - Sep 22			
		Ordinary Income/Expense					
		Income					
			Bus & Ind Underwriting	90,000.00			
			Business & Ind Match	10,000.00			
			Car Donations	40,000.00			
			Corp'n For Public Broadcasting	110,068.00			
			Grants - Unrestricted				
			PCLB Foundation	10,000.00			

			Gay & Lesbian Fund for Colo	6,000.00			
			Boulder Arts Council	50,000.00			
			Other	40,000.00			
			Total Grants - Unrestricted	106,000.00			
			Interest & Dividends	1,000.00			
			Memberships				
			Bus & Non Profit Memberships	10,000.00			
			AFT	230,500.00			
			Colorado Gives	27,000.00			
			Community Shares	3,500.00			
			Major Gift Solicitations	55,000.00			
			Year End Donations	35,000.00			
			Memberships - Other	235,000.00			
			Total Memberships	596,000.00			
			Miscellaneous Income	3,500.00			
			Program Guide Ad Revenue	0.00			
			Raffles	1,500.00			
			Special Events Income	25,000.00			
			Studio Production Time	10,500.00			
			Volunteer Training Fees	6,500.00			
			Total Income	1,000,068.00			
			Expense				
			Annual Retreats	1,000.00			

			Bank Charges	12,500.00			
			Cash Reserves/Debt Service	60,000.00			
			Commissions	3,500.00			
			Dues & Subscriptions	19,000.00			
			Employee Benefits	88,000.00			
			Employee Bonus	0.00			
			Employee Search	1,000.00			
			Equipment Lease	0.00			
			Fund Drive & Premium	6,000.00			
			Hospitality	1,500.00			
			Information Technology	12,000.00			
			Insurance	17,500.00			
			Interest Expense	1,200.00			
			Janitorial	6,880.00			
			Labor	300.00			
			Mortgage Interest	11,000.00			
			Office Supplies	15,000.00			
			Outreach/Promotion	8,000.00			
			Postage	7,500.00			
			Production Supplies	6,750.00			
			Professional Development	8,000.00			
			Professional Fees				
			Accounting	23,500.00			
			Computer Systems	3,000.00			

			Engineering	12,000.00			
			Legal	2,500.00			
			Total Professional Fees	41,000.00			
			Program Acquisition				
			BBC	15,794.00			
			Independent	4,500.00			
			Pacifica	3,500.00			
			PRI	3,166.00			
			RMCR	0.00			
			Satellite Interconnect	10,500.00			
			Total Program Acquisition	37,460.00			
			Program Guide Expense	0.00			
			Rent - AM Tower	32,400.00			
			Rent - FM Tower	23,215.50			
			Rent - Denver Studio	17,156.28			
			Rent - Translator	0.00			
			Rent - Ft Collins Translator	3,452.64			
			Repairs & Maintenance	12,000.00			
			Salaries	540,700.00			
			Storage	2,880.00			
			Taxes - Other	300.00			
			Taxes - Payroll	42,800.00			
			Telephone	15,000.00			
			Utilities	17,500.00			

		Total Expense		1,072,494.42			
		Net Ordinary Income		(72,426.42)			
		Net Income		(72,426.42)			
Within the \$75,000 CPB sustainability grant that we propose be invested in sustaining current operations through FY20-21							