

MINUTES OF THE KGNU BOARD OF DIRECTORS MEETING

Monday, January 13, 2014

4700 Walnut St. Boulder, CO 80301

Board Members Present:

Barry Gilbert, Chair

Meredith Carson, Vice Chair

Chris O'Riley, Secretary

Joy Barrett, Treasurer

David Wilson, Ex-Officio, non-voting

Robin Van Norman

Jon Walton

Liz Lane

Board Members Absent:

Ken Fricklas

Guests:

Craig Angus

Gavin Dahl

Chris Himes

Ron Nadel

6:05 pm-Meeting called to order by Barry Gilbert

February 2014 minutes approved

PUBLIC COMMENT:

Gavin, Craig, & Chris H. introduced themselves and said that they were interested in joining the board.

STATION MANAGERS REPORT: David Wilson

Spring Membership Drive:

Planet Bluegrass has offered a pair of four day passes with camping to the 41st Telluride Bluegrass festival this summer, which we are using as drawing to encourage people to renew or become new members through the end of the drive on March 23rd. SOLR members are automatically entered into the drawing. The drawing winner will be picked at noon on Tuesday, March 25th.

We have two dinners to use for the drive, including a June dinner at Arugula, and a dinner with Amy Goodman in Denver for Saturday, March 15th. We will be pitching both heavily in the first week.

Our electronic signup for phone shifts is going well. We are working on other changes, including four sets of wireless telephone headsets and three computers for electronic entry of pledges.

We have approximately \$28K in challenges, and about 28K in advance pledges.

Events:

The Mardi Gras event on March 1st was a great success. We raised more money than last year, but costs were higher, so we probably will come out about the same.

Numerous complications have arisen with regard to putting on Marty's new musical and we are going to cancel the performances in Boulder and Denver this year.

Capital Campaign Update:

While the capital campaign went public in January, we plan to do our first major fundraising effort after the spring drive, from April to August. Development committee is working on materials for the campaign, including a brochure, fundraising letter, and other materials. Our first effort will be focused on a letter campaign to a portion of our current membership along with some potential new major donors. Some donors are more interested in giving to a capital campaign rather than the operating budget. We also are working on an online campaign along with several dinner parties for this summer.

Insurance:

We have been working with our insurance provider to address several issues. Our insurance provider is still researching why our inland marine policy went up so dramatically last year. We also worked with them to find a new policy beginning March 1st that is more tailored to radio broadcasters, which will reduce our overall costs for insurance this year.

In researching new insurance, we determined that we may need additional insurance for special events that don't occur at either of our station locations. This appears to be the case for both the new policy and last year's policy. David is working with the insurance people to see if we can change our policy to provide for a special rider for events that may not cost us anything without dramatically increasing the cost of our overall policy.

There was a discussion on ideas for another signature event that would bring in > 10K. Some ideas were a distinguished speaker event, some sort of music festival, or a sponsored event with a large sponsor who could cover all the expenses. Any new large event could take several years to take hold.

Executive Committee

The Board's Executive Committee met on Tuesday, March 4th to set the agenda for this board meeting. The Committee went into closed session to consider matters relating to individual employees.

STRATEGIC PLAN MAINTENANCE: Jon Walton

The committee met on March 6, 2014 and was attended by Roz Brown, David Wilson, & Jon Walton

We reviewed the proposed Purpose Statement for the committee and agreed to submit it at the March 10, 2014 Board meeting. (Thanks Arleigh)

We reviewed the Major Strategic Goals to assess the level of support required by the committee. Moving into the active plan management phase we recognize that there is an extra level of effort required to establish relationships, processes, documentation, and tools. Our assessment is that of the ten Goals, there are 1 or 2 that need someone with a certain area of expertise. We will seek someone in the volunteer community with these skills to join the committee.

The board discussed the Strategic Plan maintenance. The committee will submit quarterly reports to the board and work with the owners of action items. It was emphasized that the committee manages the plan and not the doing of the plan. The staff is committed to the plan. The committee could help staff find volunteers to help with action items.

The committee will hold monthly meetings on the first Thursday of each month.

The current committee consists of the following individuals:

- Arleigh
- Roz Brown
- Nikki Kaiser
- Liz Lane
- Marge Tanawaki
- Jon Walton
- David Wilson

Jon moved that a new Strategic Plan Committee be recognized and granted official designation by the Board as an ongoing committee with the following purpose:

To actively manage and maintain the KGNU strategic plan. This includes monitoring and documenting progress against plan objectives and updating the plan document.

A vote was taken by the board and the motion was approved.

OTHER BUSINESS:

Bylaws committee probably has another couple of months to fine tune the Bylaws document.

7:50 - Meeting adjourned.

KGNU Station Manager Report – March 2014

Spring Membership Drive

Plans for this year's Spring Membership Drive are going well. Planet Bluegrass has offered a pair of four day passes with camping to the 41st Telluride Bluegrass festival this summer, which we are using as drawing to encourage people to renew or become new members through the end of the drive on March 23rd. The drawing will be at noon on Tuesday, March 25th.

We also have two dinners to use for the drive, including a June dinner at Arugula along with a dinner with Amy Goodman in Denver for this Saturday, March 15th. We will be pitching both heavily in the first week.

Our electronic signup is going well. We are working on other changes, including four sets of wireless telephone headsets and also 3 computers for electronic entry of pledges.

We have approximately \$28K in challenges, which matches last spring.

Events

The Mardi Gras event on March 1st was a great success, despite the very cold temperatures that night. With preliminary analysis, we raised more money than last year, but costs were higher, so we probably will come out about the same as last year.

Numerous complications have arisen with regard to putting on Marty's new musical and we are going to cancel the performances in Boulder and Denver this year.

Capital Campaign Update

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In researching new insurance, we determined that we may need additional insurance for special events that don't occur at either of our station locations. This appears to be the case for both the new policy and last year's policy. I am working with the insurance people to see if we can change our policy to provide for a special rider for events that may not cost us anything without dramatically increasing the cost of our policy.

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David Wilson

Strategic Committee KGNU

03.06.14 Meeting

Attendees: Roz Brown, David Wilson, Jon Walton

We reviewed the proposed Purpose Statement for the committee and agreed to submit it at the March 11, 2014 Board meeting. (Thanks Arleigh)

To actively manage and maintain the KGNU strategic plan. This includes monitoring and documenting progress against plan objectives and updating the plan document.

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- Roz Brown
- Nikki Kaiser
- Liz Lane
- Marge Tanawaki
- Jon Walton
- David Wilson

And we will hold our monthly meetings on the first Thursday each month.

KGNU Nominating Committee Report

The KGNU Nominating Committee met on Feb 17 & Mar 5.

1. Discussion of a recent application to the board.

Meetings pertained to the standard review and evaluation of a board applicant, and associated references. Meetings were in Executive Session, as described in CPB's Open Meeting Policy. In March we interviewed the candidate, who still needs to attend another board meeting to qualify for nomination. The vote was affirmative, and we expect to nominate the applicant in the April board meeting, pending attendance at the March meeting.

2. We came up with some basic reference phone call / email questions to use whenever we call references.
3. SOP tabled for another meeting.
4. Looked at timing and scheduling for officers leaving in June/July. Developed draft strategies for successors.
5. Discussed other prospects for board candidates.

Respectfully submitted,

Joy Barrett & Nile Southern
Nominating Committee Co-Chairs

Development Committee Report for February, 2014

The Development Committee met on Feb. 26th.

Capital Campaign:

Devcom is discussing an online campaign, targeted letter campaigns, house parties and invited dinner. David offered a proposed mailing brochure. Devcom members will be drafting/sketching the layout and content of the campaign mailing.

A brochure for “sit down” meetings with potential donors was discussed.

A Devcom member is looking into the viability of using Kickstarter.com and/or peer to peer fundraising.

David created a shared Google document for the committee to share ideas and talking points for the upcoming campaign. April to Aug. is the time we will focus on the campaign.

Strategic Plan and Initiatives:

Discussed ideas for our Strategic Plan Initiatives. David has created a Google Document for the committee to add to as well.

Thank you calls:

Devcom members will be making thank you calls to new members and others on two evenings during the first two weeks of April.

BOULDER COMMUNITY BROADCAST - KGNU

Profit & Loss Budget vs. Actual

October 2013 through January 2014

	Oct '13 - Jan 14	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
BME Affinity Program	0	0	0	0%
Bus & Ind Underwriting	10,985	20,000	(9,015)	55%
Business & Ind Match	719	1,700	(981)	42%
Car Donations	15,227	3,336	11,891	456%
Colorado Gives	12,245	12,000	245	102%
Community Shares	2,004	1,668	336	120%
Corp'n For Public Broadcasting	71,846	70,000	1,846	103%
Grants - Restricted (Program)	2,700	0	2,700	100%
Grants - Unrestricted	8,480	5,000	3,480	170%
Interest & Dividends	251	0	251	100%
Major Gift Solicitations	14,925	5,000	9,925	299%
Memberships	138,673	136,000	2,673	102%
Miscellaneous Income	278	836	(558)	33%
Raffles	(100)	0	(100)	100%
Special Events	1,427	2,500	(1,074)	57%
Studio Production Time	2,880	2,500	380	115%
Volunteer Training Fees	350	0	350	100%
Year End Donations	28,738	26,500	2,238	108%
Total Income	311,627	287,040	24,587	109%
Expense				
Grant Expense - Restricted	14,749	0	14,749	100%
Bank Charges	3,109	2,500	609	124%
Cash Reserves	10,000	10,000	0	100%
Commissions	711	4,168	(3,457)	17%
Dues & Subscriptions	4,551	4,800	(249)	95%
Employee Benefits	17,145	18,196	(1,051)	94%
Employee Bonus	0	4,000	(4,000)	0%
Employee Search	0	0	0	0%
Fund Drive & Premium	1,296	1,500	(204)	86%
Special Events Expense	25	0	25	100%
Hospitality	277	336	(59)	83%
Information Technology	2,162	2,800	(638)	77%
Insurance	4,074	8,515	(4,441)	48%
Interest Expense	1,200	1,200	0	100%
Janitorial	1,035	996	39	104%
Labor	2,147	0	2,147	100%
Mortgage Interest	5,602	5,536	66	101%
Office	4,547	4,000	547	114%
Outreach/Promotion	1,174	1,668	(494)	70%
Postage	3,176	2,500	676	127%
Production Supplies	472	1,168	(696)	40%
Professional Fees	5,993	13,834	(7,841)	43%
Program Acquisition	10,379	15,168	(4,789)	68%
Program Guide Expense	0	0	0	0%
Rent - AM Tower	10,800	10,816	(16)	100%
Rent - FM Tower	6,194	5,900	294	105%
Rent - Denver Studio	1,862	1,560	302	119%
Repairs & Maintenance	1,651	2,000	(349)	83%
FM Salaries	84,829	90,661	(5,832)	94%
AM Salaries	7,126	7,128	(2)	100%
Satellite Interconnect	8,380	8,000	380	105%
Storage	260	252	8	103%
Taxes - Other	137	0	137	100%
Taxes - Payroll	8,433	7,121	1,312	118%
Telephone	6,911	6,668	243	104%
Travel & Conferences	262	1,000	(738)	26%
Utilities	6,067	6,252	(185)	97%
Total Expense	236,738	250,243	(13,505)	95%
Net Ordinary Income	74,889	36,797	38,092	204%
Net Income	74,889	36,797	38,092	204%