

**MINUTES OF THE KGNU BOARD OF DIRECTORS MEETING**  
**Monday, November 12, 2012**  
**4700 Walnut St. Boulder, CO 80301**

**Board Members Present:**

Barry Gilbert, Chair  
Meredith Carson, Vice Chair  
Chris O'Riley, Secretary  
Basit Mustafa, Treasurer  
Sam Fuqua, Ex-Officio, non-voting  
Steve Strenge  
Robin Van Norman  
Jon Walton  
Ken Fricklas  
Lu Contreras

**Guests:**

Shawna Sprowls  
Evan Perkins  
Maevé Conran  
Dave Ashton  
John Schaefer  
Joy Barrett  
Eva Mesmer  
Arleigh  
Steven Sherman-Boemker  
Marge Taniwaki  
Elena Klaver  
Nikki Kaiser  
Daria Laverne  
Kenneth Floe  
Leslie Lomas  
Kathleen Martindale  
Michelle Barone  
David McIntosh

**6:08 pm-Meeting called to order by Barry Gilbert**  
Minutes of the October, 2012 meeting approved.

## **OPENING REMARKS: Barry**

Barry shared his thoughts about KGNU. There is never enough time to truly do what we want at KGNU. We're all passionate about KGNU's mission and do our best job to fulfill it. We have to recognize that we produce great programming every day and that we set an example for other stations. He thanked the staff and volunteers for doing a great job.

## **STATION MANAGERS REPORT: Sam Fuqua**

Great programming on KGNU. We do this together – 250 volunteers. Plus supporters.

### **Station Manager Report KGNU Annual Meeting**

#### **Major accomplishments of the past year:**

- Awards: Denver proclaims March 21, 2012, "Theresa Halsey & Indian Voices—Community Radio Day"; Barry Gilbert named National Federation of Community Broadcasters "Volunteer of the Year"; Elena Klaver wins Multicultural Partner award from Boulder County Community Action Program; Colorado Broadcasters Assn (How on Earth & Maeve series on irrigation); Public Radio News Directors (Gold Hill/Four Mile Fire documentary)
- Live remotes: 5<sup>th</sup> annual RockyGrass, 2<sup>nd</sup> annual Denver PrideFest, Spring Drive Grateful Dead Special from OZO Coffee
- Iceland concert partnership
- Flagstaff Fire coverage and listener response further solidifies KGNU's position as a trusted source of information on emergencies in Boulder County
- Election coverage: still the most comprehensive available on the Front Range radio dial!
- Strong 2011 end of year giving
- Summer drive hit goal early
- Modest gain in membership, increase in monthly giving (SOLR)
- Improved debt position (@ \$ 1.2 million in remaining 1390 AM loans)

#### **Major Challenges in the year ahead:**

- Changes to CPB grant criteria and possible reduction in CPB funding due to budget reduction deal in Congress.
- Possible capital campaign to pay off mortgage, upgrade equipment, improve energy efficiency. After 11 years it would be nice to pay off building and use money for other things such as equipment upgrades & improving energy efficiency.
- Strategic Plan process is underway. Roadmap for the station for the next 3 years.
- Review of programming & delivery systems (two frequencies, website) Should it all be the same?
- \$ 700,000 operating budget—all aspects of fundraising. Membership, grants, underwriting, events.
- Continued improvement of playlist system
- Roll out of digital library
- Improved communication (internal & external)
- Outreach to help reach & educate people about KGNU.

2013 will mark KGNU's 35<sup>th</sup> year of volunteer-powered, listener-supported community broadcasting. That is remarkable and worthy of celebration. Our noncommercial alternative full of diverse voices and music, news and cultural programming is still viable and still supported by a loyal base of contributors. Yay! But what do the next 35 years and beyond hold for KGNU? Who do we want to be? Big questions in a changing world and a changing media landscape. But I know that by working together (and having some fun) we can find the answers.  
Sam Fuqua

## **STAFF REPORTS:**

### **Evan Perkins: Operations Director**

Of the technological challenges KGNU has faced in the past year, the biggest one was the installation of a new (modern) phone system. Thanks to the invaluable help of David and Brent at Boulder phone, the changeover was accomplished without incident. As with any new system, there were minor glitches and a small learning curve, but all in all, it's worked out very well. Not only do all the staff have their own voicemail and direct-dial numbers, but the station as a whole has new abilities including conferencing, transferring calls from one station to another, direct transfers from the office line to the comment line as well as both the Boulder and Denver studio lines. On the production side, interviewees can now direct dial the production studio interview telephones (the gray slimline phones in each studio), which has made our producers' lives much easier.

And with a new phone system has come a new service provider. You might have been aware of some of the problems we were having with Comcast: repeated service outages, misdirected calls, etc. Shortly before the fall pledge drive we decided to switch to a provider with a more reliable track record – CBeyond, who we've had phone service with in the past. Once again, David and Boulder Phone stepped up and the changeover – again, just days before the fall pledge drive, so no stress there – went very, very well and we haven't had a single reported glitch since.

Sam, John, Dave, our engineer Devin and I recently met to discuss how we can make the Denver studio more user-friendly for our volunteers and less taxing on our equipment. We came away with a solid plan and to-do list, including replacing the aging digital audio workstations (Windows 7, anyone?), moving the overnight computer so it has more space to cool and therefore not overheat and crash, as well as securing the Mac Minis against 'borrowing', and we're making good headway. When completed, the Denver studio will not only be more usable and intuitive but also ready for future upgrades (including the digital library).

We've been sending quarterly e-newsletters, using a free service offered to non-profits by email marketing firm Vertical Response. Sam has been acting as editor, and John as graphic designer, and between them they've made our emails more attractive and readable than the plain text emails of old. The open rate (how many people open and read the newsletters) has

been increasing with each newsletter; it's now up to approximately 26%, which I understand is very high for newsletters of this type.

You'll recall that we installed a backup generator at the FM transmitter site last year. This system is working flawlessly, and we have not had an outage due to power failure since. Two transmission outages in quick succession were caused by failing power supplies in the transmitter itself, and a third by a failure in one component of the studio-transmitter link system. I believe these incidents may have been the long-term effects of letting the temperature in the room get too high before we installed the air conditioning in 2010 and I don't expect those types of failures to continue.

I continue to serve on the Nominating, Infotech and Bylaws committees, all of which I believe are doing terrific work. I assist with remote broadcasts and other operational duties. I also maintain KGNU's main presence on Twitter (@KGNU), and with Shawna covering our Facebook account - posts from which are now cross-posted to Twitter - our follower count is approaching 2800.

Looking forward, Lucila and I have begun discussing a regular computer maintenance project, to ensure that our digital editing workstations and general use computers are always up-to-date and functioning well. And in the interest of making our long recorded news blocks run more smoothly, I am working with two of our engineers, Joey and Devin, to smooth out some of the complexities of our automation system - making it work for us rather than the other way around.

I am also taking on more duties involving our website and streaming. Under the tutelage of Barry and David Hardy, I'm learning web design and maintenance so that if (when) problems arise, I can be the first contact for problem-solving. Barry and I have also worked out how to create a news blog within the playlist system, with the goal that our volunteers will be able to easily upload individual news stories. We hope to have the blog up and running by the end of this month, with promotion for it coming from our @KGNUnews Twitter account (overseen by Maeve and Joel).

We continue to do good work and move forward, rising to the challenges and furthering the possibilities of community radio. I look forward to another year of our Great Experiment.

### **Shawna Sprows: Development Director**

The position of Community Development Director encompasses organizing KGNU's events, outreach and non-profit organization relations, as well as development and promotion work.

In the **Events** arena last year, we hosted two talks with Greg Palast in November, one in Denver and one in Boulder, a Secret Show at Oddfellows' Hall with Paper Bird and the Glenn Miller Orchestra in December, a Mardi Gras event in collaboration with the Friends of Cajun and Zydeco music at the Avalon Ballroom in February, two performances of Marty Durlin's play "Beautiful Radiant Things" in April, our Plant (and Book) Sale and Birthday Bash in May, the

Charles Sawtelle Mountain Jam in July, Dining on Air house parties in September and, most recently, we hosted Amy Goodman at the Unity Church in Boulder this October. KGNU was also a participant in Colorado Gives Day, raising a little over \$7,000 on that one day in December. We will participate again this year.

In **Outreach**, we really strived this year to choose the most effective places for KGNU to be visible, taking into consideration the size of the event, location and attendees. As in the past couple of years, we increased our visibility in the focus areas of Denver and Aurora, while maintaining visibility at our core supporters' events. The majority of our large Outreach events occur in the summer and, with a lot of help from Dave Ashton in Denver, and our wonderful outreach volunteers, KGNU was involved with at least 1-2 events every week this summer, and up to 4 events occasionally. This was down a bit from last summer, where we really spread out resources too thin. Some of the larger outreach events this summer included People's Fair, Denver's Pride Festival, the 5 Points Jazz Festival, Greeley Blues Jam, the Rockygrass and Folk Festivals in Lyons, Nedfest, Arvada's Blues and BBQ Block Party, the Boulder Creek Festival and several events at the Auraria Campus in Denver.

I have continued to forge new relationships and strengthened existing ones. We continue to work closely with our independent Denver music partners at the Gothic Theater, Cervantes' Ballroom, Larimer Lounge, Hi Dive, and Walnut Room, as well as presenting many more events in conjunction with AEG Live and with Z2 Entertainment. We secured a great trade relationship with Brock Media, the producer of the Boulder, Aurora and Home and Garden magazines distributed freely throughout their corresponding areas.

My primary goals for the next year are to continue to forge new relationships in the Denver and Aurora areas, launch a planned giving campaign, continue to streamline KGNU's events and outreach efforts to maximize our resources, continue work with the newly reinvigorated development committee and continue working to strengthen our volunteer base for events and outreach.

We found it more difficult this year to find volunteers to fill all of our Outreach potential, and had to cancel a few potential events in Denver due to lack of volunteers. It has also been a challenge to get enough volunteers to assist with our events. **If you are interested in participating on the Event Committee, or helping with our outreach, let me know.**

**John Schaefer: Music Director**

Not yet submitted.

## **Dave Ashton: Denver Studio**

There is a new sign on the second story of the building where our Denver studio is located. The sign includes KGNU's call letters, frequencies, and the slogan "Creative Music & Critical News".

We just celebrated our 8<sup>th</sup> year of broadcasting at 1390am. There was a well attended live music party at the Denver studio for the anniversary.

### **Accomplishments during 2012:**

- KGNU is increasing our partnership with Denver Open Media and we are now the official sponsor of music programming on DOM. (ch. 57 & 59).
- 41 people were trained at the Denver studios in 2012.
- The studios are staying open later during some evenings until 7pm.
- We had an outreach table at many large Denver events.
- We hosted an intern from UCD.
- Helped market Marty Durlin's play "Beautiful Radiant Things".
- Dave conducted a survey to study volunteer retention at KGNU as part of his Master's thesis.

### **Goals for 2013:**

- Do more programming with DOM.
- Increase access and programming at the Denver studio.

## **Nikki Kaiser: Membership Director**

Active Members: YTD 4% increase

Active Bank Transfers:

More efficient: less confusion at time of pledge about monthly giving- bank vs. credit cards

Increased AFT:

2011= 686; \$11.85/mth average

2012= 734 (6.6% increase); \$11.49/mth average (*more will start AFT once form*

*returned*)

Drives: 2012 Fall Tally-to-Date: \$188K

Daily goals met with on-air totals as projected

Best fall drive (revenues from on-air portion) in 4 years after best summer drive ever

2012: \$27K

2012: \$129,813

2011: \$20K

2011: \$124,700

2010: \$19K

2010: \$124,100

2009: \$20K

2009: \$117,600

Spring Drives:

2012: \$ 117K

2011: \$ 127K

2010: \$ 138K

2009: \$ 137K

Fulfillment Rates:

Number of pledgers who paid

Summer: 2010 91%; 2011 94%; 2012 98%.

Spring: 2010 96%; 2011 95%; 2012 95%

Fall: 2010 97%; 2011 94%; 2012 94%

Revenues paid/ pledged (Fall numbers low when measured 1 month after drive)

Spring: 2008 85%; 2009 90%; 2010 88%; 2011 89%; 2012 87%

Summer: 2008 88%; 2009 96%; 2010 88%; 2011 97%; 2012 89%

Fall: 2008 70%; 2009 91%; 2010 71%; 2011 91%; 2012 94%

New/ Renewal as % of total pledges during drives:

2010 Spring 21%; Fall 14%

2011 Spring 23%; Fall 17%

2012 Spring 14%; Fall 15%

Reporting: Created several reports for improved staff planning

Drive tally sheet shows LY show totals & challenges, pre and post-drive revenues, # of pledgers

History of AFT's in drive tallies last 6 years.

Ratio of new to renewing members per drive

Daily drive totals last 4 years

**Future Plans:**

- Increase membership \$
  - shift existing members to SOLR giving through one-on-one suggestions & more on-air promotion
  - post card in advance of credit card expiration dates on installments
  - Discover or design easier way to handle AFT data in database
- Improve efficiency through communication with members at time of pledge
  - Captains' party/training before drives to increase supervision of phone volunteers
  - Recruit more teams of people to take pledges during drives- non-profits, businesses, clubs to use professional experience
- Training more phone volunteers throughout year- contact orientees more frequently
- Improve fulfillment
  - increase return of SOLR form to initiate AFTS's
  - mail hand-written bills day of pledge (*challenging logistics*)
- Increase number of prospective members in database to include in mailings & e-mails by capturing physical address at orientation, ticket giveaways, out-reach drawings. (this year added active volunteers)

- Grow database of e-mail addresses and on-line giving through website improvements
- Updated membership card design
- Increase brand loyalty by shows- eg. How On Earth logo

## **Maeve Conran, Joel Edelstein: News Directors**

### **Presented by Maeve Conran**

The News Department has continued to pursue a lively and informative mix of local, national and international programming. In particular, our local programming offered intensive coverage of Boulder County's policies regarding GMO crops on County public agricultural land, the City of Boulder's exploration of municipalization of electricity, and the question of policies with respect to hydraulic fracturing (fracking) throughout the Metro area and especially in Longmont.

In our coverage of the 2012 election cycle we broadcast a candidate forum including all the four candidates for Colorado's second Congressional District and fora on all of the major ballot issues. A team of 18 volunteers participated in coverage on the day and night of the election, featuring reports from 7 polling stations throughout the Metro area at 8:10am, 3:10pm and 7:00pm. Our reporters filed numerous reports from election watch parties including the State Democrats, the State Young Democrats, New Era Colorado, State Republicans, State Libertarians, and Yes on 64, (all in Denver), Boulder County Democrats and Yes on Longmont Question 300 (both in Longmont), and Boulder County Democrats in Boulder. These reports were integrated with select ed segments of national coverage from Democracy Now and the BBC.

Beginning with our coverage of the 2010 Four Mile Canyon Fire, KGNU has established its place as the go-to station for information about local emergencies. In 2012 we have explored a formal relationship with the Boulder Office of Emergency Management to cooperate in emergency coverage. Successful conclusion of these discussion will yield a partnership which will recognize KGNU as Boulder County's primary source of emergency information and facilitate needed broadcasts without delay,

The News Department and volunteers were recognized by the Colorado Broadcasters Association. In particular, "Fire on the Mountain" on the Four Mile Canyon Fire produced by News Co-Director Maeve Conran, was awarded second place in the documentary category by Public Radio News Directors Inc. Maeve also received an award for Best Mini Documentary or Series in Public Radio by the Colorado Broadcasters Association for her documentary on local ditches. Our science show, How on Earth was awarded a certificate of excellence in the best public radio regular news show category. KGNU competes with all of the largest radio stations in the state. Thus these awards are especially significant. The City of Denver also recognized volunteer Theresa Halsey for her program *Indian Voices*.

This has also been a year of consolidation relations with other community organizations. We have established an internship program with the September School, where we've trained a group of high school students to produce news. We aired their first piece on the Morning Magazine prior to the elections on young people's attitudes to the elections. We're airing their second story on recycling this Thursday morning. Under this program, the students spend one full Thursday each month at the station working with the News Department developing story ideas. They then do the interviews, return to the station after lunch and work with news staff to edit and produce the story.

We have continued our well established relationship with UC Boulder with several interns.

We also have continued our ongoing relationship with Adapt in which young adults with development disabilities come in on Fridays and produce radio pieces, some of which have aired.

We had a second successful remote broadcast from Pridefest in Denver and are planning another one this June, which further strengthens our relationship with the GLBTQ community being actively nurtured by Norman Strizeck, host of *Outsources*. We continue our collaboration with Restoring the Soul, bringing voices from the community to the airwaves and with the Boulder Community Foundation. In addition, we have started a quarterly collaboration with the Center for Media and Religion at UC Boulder, producing a program entitled *Sacred Lines* which examines the intersection of religion and media. In the new year we look forward to our continued collaboration with the Conference on World Affairs at UC Boulder.

## **BUDGET COMMITTEE REPORT: Basit Mustafa**

**The full Budget Committee Report is attached at the end of these minutes.**

The budget committee is making good progress on understanding and documenting the variables for FY12. FY12 will come in as a balanced budget with a modest contribution to cash reserves.

### **Income:**

We still amortize memberships over the course of the year.

Events income was slightly over our goal of 30K in FY12.

Major gifts were lower in FY12 so we've brought expectations down for FY13.

We were conservative in estimating our FY13 CPB grant so if it is cut due to Congressional action, we will be prepared for it.

In FY12 we didn't put in quite as much into our cash reserves as we had hoped.

### **Expenses:**

Expenses for FY12 were very close to plan.

Professional fees were 10K less than we planned for.

There will be some changes in the Budget Committee in FY13 as Basit's term as Treasurer will end and he will be leaving the Board as well as the Executive Committee. He will continue to serve on the Budget Committee to help out the new board treasurer as needed.

Basit thanked Mike Massa & Accounting Specialists for doing such a good job for us in taking care of KGNU's budget and accounting needs.

### **NOMINATION OF BOARD OFFICERS: Joy Barrett**

Joy thanked the members of the Nominating Committee and members of the Board for their work this past year. Nom Com recommended that the current Executive Committee of board officers be nominated for another year.

The Executive Committee slate as nominated includes the following board members:

Barry Gilbert, Chair

Meredith Carson, Vice Chair

Basit Mustafa, Treasurer

Chris O'Riley, Secretary

A vote was taken by the board.

The Executive Committee slate as proposed was approved for another term.

### **GRIEVANCE COMMITTEE: Barry**

KGNU Bylaws mandates that the Grievance Committee members be determined at the annual Board meeting. Barry nominated Joel Davis as Chair, Marge Taniwaka, David Wilson, and Lorraine Filomeno.

There was a discussion concerning the nature of the Grievance Committee and what type of grievances it hears. The bylaws state that the committee is only as a last resort for volunteers who have been dismissed by KGNU. For any other type of grievance, the station manager or another staff member will be the arbiter.

The Bylaws Committee will submit some changes to the bylaws to clarify and humanize the grievance procedure, but not to change the parameters of the Grievance Committee.

A vote was taken and the nominees for the Grievance Committee as proposed by Barry were approved.

## **OTHER BUSINESS:**

### **Volunteer Survey results: Dave Ashton:**

Dave reviewed the results of his recent volunteer survey.

### **Volunteer Survey results:**

There was a discussion about the results of a second survey conducted by a group of KGNU volunteers. This survey is separate from the survey conducted by Dave Ashton. Members of the group who were present brought up issues concerning the relations between the staff and the volunteers, as well as volunteer retention. After a period of discussion between everyone, it was agreed that the board and staff will consider using some time at KGNU's annual retreat in January to discuss the topic.

**9:37pm - Meeting adjourned**

## **2012 Events Committee Report Submitted by Meredith Carson**

Overall, our desire is to do a few significant events each year, rather than the one per month we had anticipated this year. The collective wisdom among non-profits is that four or five events a year is plenty, and gives you time to do each of them right. Probably these will be Mardi Gras, Birthday Party/Plant Sale, the Mountain Jam, a significant cultural affairs speaker event, and a significant concert. Along with that, we will continue to produce the small events that fall into our laps. This year's recap:

**February** - First Annual Mardi Gras (partnering with Colorado Friends of Cajun and Zydeco – CFCZ) – A great event featuring JoJo Reed and his band from Louisiana, food from Oskar Blues and beer. We netted about \$2000, and began what we hope is a long and productive partnership with CFCZ for an annual Mardi Gras celebration.

**April** - Marty Durlin's play, Beautiful Radiant Things - We did two performances, one in Denver at Cleo Parker Robinson Dance Theatre, and at Unity Church in Boulder. The two performances netted \$2255, which we split this with Marty's theatre group, so KGNU earned \$1128. The play was very well-received.

**May** – Annual Plant and Book Sale/Birthday Party: Final net was near \$3,000, including the generous gift of Greg O'Brien's books, which were available at the sale and then purchased by dealers.

Bike to Work Day: KGNU's Boulder studio was a Bike-to-Work station from 6:30am to 9am. Volunteers served food in the front yard, and a volunteer bike tech helped people with bike problems. Big success!

**July** - 24th Annual Charles Sawtelle Mountain Jam at the Gold Hill Inn netted \$4,488. Performers were Leftover Salmon's Vince Herman and Friends, Aiofe O'Donovan, and Jeff Scroggins' Colorado.

**September** - Icelandic Music Event – Wednesday, September 29, Gothic Theatre, Denver: John Schaefer coordinated this event, which included a free concert by four Icelandic singer-songwriters paired with four local musicians. This was sponsored by Icelandic Airlines, which gave us a free trip to Iceland (airfare, hotel, etc.), which we used as a drawing for the fall drive, to entice people to contribute.

**October** - Amy Goodman - Another big success – Amy filled the room and grossed over \$4,000 for KGNU.

## 2012 Development Committee Report

The Development Committee was reinstated this spring. We finalized the charter, recruited members and held our first DevCom meeting at the end of April. We have held monthly meetings (last Weds. of each month) since and will continue to do so.

The committee set two simple goals for this first year. The idea was to have some successes under the committee's belt to help build momentum, provide inspiration for future projects and create some visibility for the committee to help it recruit more members. The two goals were:

- The organization of thank you calls and/or letters to larger donors and new members by committee members and Board members.
- The organization of a Dining on Air event for summer/fall 2012.

These goals were met. Thanks to many evenings at the station and hours of calls, DevCom and Board members made hundreds of thank you calls. All those who contributed \$150.00 or more and all new listener members received personal thank you calls through the summer pledge drive. DevCom members are currently calling those who contributed during the Fall membership drive. We have received lots of positive feedback about these calls and hope that our continued efforts will result in increased retention of new and current listener members.

Dining on Air was organized and raised just over \$3000.00 for the station. The number of parties organized and total funds raised was disappointing, however, the committee has and will continue to discuss lessons learned and possible changes to future dining on air events.

In addition, committee members did some research on grants and possible donors and provided that information to Sam and Shawna for followup. Committee members also helped with various large events, such as the Mardi Gras party, the Plant Sale, Mountain Jam and planned and organized the Amy Goodman meet and greet donor appreciation event prior to her talk.

There was also much discussion at DevCom meetings about new Donor Appreciation events, and about ideas and assistance to Sam and Shawna for major donor cultivation.

Our goals for 2013 are:

- To continue our Thank you calls to all new listener members and larger donors on a regular basis throughout the year.
- To solicit business sponsorships for KGNU's 35th Anniversary Concert.
- To assist Sam and Shawna with major donor cultivation including help with research.
- To develop and plan new Donor Appreciation events.
- To strategize new ideas for fund raising.
- To help the Events Committee with large-scale, public "signature" events.

Submitted by Robin Van Norman

**KGNU Bylaws Review Committee**  
**Report to the Board**  
**Annual Meeting, November 2012**

The Bylaws Review Committee has been meeting almost monthly for the past 3 years.

Here is our purpose statement.

*To review bylaws ratified in 2006, to bring revised draft bylaws to board for consideration and vote, to codify successful operating procedures, and to keep the language of the bylaws plain and simple.*

A quick list of our work this year:

November. Committees: standing, ad hoc, exceptions, purpose statements.

January. Committees: folding in the input we received from an email to volunteers and staff.

(We're going to recommend that all ad hoc committees go through an annual review/renew process.)

February. Barry joined our committee.

Committees.

Discussed a plan to annotate, copy edit, and present the bylaws to the board.

March. Committees and attachments.

April. Begin full read-through of bylaws, starting with Article 1.

Continue read-through:

May, June, July, Article 1 through Committees Article

August, Former board members, contracts & loans, fiscal year, indemnification

September, Recall Article.

The only substantial work left for this committee is to

1. Finish our read-through
2. Copy-edit the entire document.
3. Organize it for presentation to the Board.

Our next meeting is Tuesday, November 13, 2012, from 5:30-7pm, at the Boulder studios.

Respectfully submitted,  
Arleigh

## **IT Committee Annual Report 2012**

### ***Website crash***

Due to a configuration error, user error and lack of a good backup, we inadvertently erased our entire website in March of this year. It took several days to get basic functionality restored, several weeks to get the audio archives restored, and several more months to restore/fix all remaining features. There are still a few smaller features and content that were never fully restored.

In response to this, we implemented a double backup strategy. The entire website is backed up daily to an in-house server, as well as to a backup service provided by our hosting company.

### ***Playlist Migration***

In the summer, we moved the playlist (comrad) and its database from our in-house server (mercury) to our public website server (Server Beach). This resulted in a 2-3 fold improvement in performance, both for DJ's and for members of the public who access our playlist. It also improved reliability over our occasionally sketchy service provided by a local ISP.

### ***Playlist Improvements***

Thanks to work by Eric Freese, we made some minor improvements to our playlist, including:

- The ability to modify a show's descriptions directly from Show Builder
- Show-specific content on our public shows page
- Various bug fixes

We are also working on several other improvements:

- Playlist reporting to support music department reports
- A rewrite of the underlying code infrastructure to improve overall performance and reliability throughout the application.
- Allowing news producers to upload and link to individual news segments,

### ***Ongoing Website Maintenance***

It never ends.

Barry Gilbert

11/12/12

## **Program Committee Annual Report 11/12/12**

The committee's main activities are to advise the staff on any proposed programming changes, and to review music and public affairs programs produced by KGNU volunteers.

Some of the programs reviewed in the past year include Reggae Bloodlines, A Public Affair, Electronic Air, and Metro Arts. Members of the committee rate the programs on factors such as legal broadcast requirements, adhering to station policy, adhering to the written description of the program, interviewing skills, and technical skills. The feedback is then compiled and given to either Music Director John Schaefer, or News Directors Maeve Conran & Joel Edelstein. They in turn share the feedback with the on-air producer of the reviewed show. This is all done in order to help on-air volunteers create a better sounding program in addition to complying with our legal responsibilities.

The regular meeting time of the committee is the first Tuesday of the month at 5:30pm at the Boulder station. Due to factors such as travel schedules, membership drives, and the recent Election Day being on the November meeting date, the committee was not always able to meet every month during 2012. The committee is looking for new members who can commit to meeting once a month and reviewing at least 2 shows per month.

Chris O'Riley  
Program Committee Chair

## **KGNU Nominating Committee**

### **Annual Report**

**November, 2012**

The KGNU Nominating Committee's mission is to recruit, interview, and recommend potential new Board members for consideration by the Board of Directors. The Committee also recommends the "new slate" of Executive Officers for the Board's consideration and approval each year. The Nominating Committee consists of seven members currently, comprised of KGNU volunteers/listener-members, Board members, and staff. Joy Barrett and Nile Southern serve as Nominating Committee Co-Chairs. The Committee usually meets the third Monday of each month at 6:00 p.m. at the Boulder studio.

In the past year, the Nominating Committee has:

- Continued with its mission to identify potential applicants;
- Facilitated the process leading to the addition of one new member to the KGNU Board of Directors;
- Developed a document describing the Committee's standard procedures (now in final draft form); and
- Worked closely with the Bylaws Committee on Nominating Committee-related issues.

In the coming year, the Nominating Committee will:

- Continue with its mission to identify potential applicants for the Board;
- Process applications, interview, and recommend potential new Board members for consideration by the Board of Directors, with a goal of facilitating the addition of one to three new members to the Board;
- Finalize the document describing the Committee's procedures;
- Continue to work closely with the Bylaws Committee on Nominating Committee-related issues, as that Committee finalizes its product; and
- Assist the Board of Directors as needed.