

KGNU Board of Directors Meeting Minutes

September 12, 2016

4700 Walnut St., Boulder CO 80303

Board Members Attending

Jon Walton - Chair

Liz Lane - Vice Chair

Jeannie Brisson - Treasurer

Rise Keller - Secretary

Eugene Stan - teleconference

Gavin Dahl - teleconference

Barbara Stern

Robin Van Norman - teleconference

Tim Russo (aka Timo), ex officio

Board Members Absent

None

Public Attending

Michele Barron

Roz Brown

Dan Culberson

Guy Erricson

Elena Klaver

Nile Southern

Marge Taniwaki

Dylan White

Meeting called to order at 6:03pm

Public Comment

Michele Barone requested a mechanism for the public to make comments that would be read at Board meetings even when the commenter cannot attend the Board meeting.

Station Manager Report - Tim Russo

Programming: Program Committee met in August as planned, to begin evaluations of programs to test the current evaluation forms. The two first programs evaluated were Connections from August 5 and SoundLab from July 16. Feedback is being given directly to the show hosts of those shows. The evaluation forms were evaluated and new online forms will be used for the next set of evaluations to reduce paper waste and to more easily consolidate committee responses on each evaluation. The next two shows to be reviewed will be Connections from August 26 and Reggae Transfusions for September 15.

Fall Membership Drive The Fall Drive is scheduled for October 12-23. The drive goals and messaging will focus on new-member acquisition as well as increased SOLR membership combined with the general principle of moving current members up in their giving levels. We are requesting that ALL volunteers, both on-air and behind-the-scenes volunteers, take part in some fashion in the pledge drive, even if they are DJs not scheduled to be on-air. All Music Hosts have been asked to prepare a special themed show for the Membership Drive. Those Specials need to be announced to the Music Director no later than September 28. We are requesting all hosts to let our Membership Director know that they are planning a special premium and what that premium is no later than September 28. No special premiums will be accepted after the September 28. This allows us to forward promote both our special shows and our special premiums in an organized and deliberate fashion. Our Digital Content Manager is working on rolling out a new online pledge form and credit card processing feature to streamline online pledges and credit card acceptance.

Technical Issues We now have an online Signal Issue form that can be found on the kgnu.org main website. Any AM or FM signal issues that listeners encounter, including interference or a weak signal, may be submitted using that form or by calling the Boulder Studios at 303-449-4885. We will be installing a Broadcast Tools audio switch in September that will allow us to better handle any occasional dead air caused by DJ no-shows, human error, or technical studio problems. The switch contains a silence detector that will alert operations when it detects silence, eliminating any prolonged dead air. The switch will also allow for completely autonomous feeds simultaneously to both the AM and FM transmitters from any studio in Boulder or Denver. The unit should also allow us to remotely force a switch between Boulder and Denver without the need to physically be at the Boulder Studio. There has been an ongoing archiving issue where many show archives are only archiving a portion of the show. Unfortunately, what has been lost is lost. Operations, Digital Content and IT are working to update and install a new more stable archiving server to resolve this issue and provide a more efficient archive to the public.

Recognitions KGNU was awarded a Silver Designation as a Bicycle Friendly Business. We are one of just 10 businesses/organizations recognized by the League of American Bicyclists in Boulder. We are actively promoting the Love to Ride Bike and Walk Challenge that began today, September 12, so we encourage all board members and volunteers to sign up as a part of the KGNU team and to log their rides at <http://lovetoride.net>.

KGNU, in collaboration with the Motus Theatre group received a small grant from the Boulder Human Rights Commission to work together to broadcast a special presentation during Immigrant Heritage Week on October 8.

CAB The KGNU Community Advisory Board will meet on October 3 at 6PM in the Denver Offices at 700 Kalamath St.

Executive Committee The Board's Executive Committee met on Tuesday, September 8, to set the agenda for this board meeting.

Budget Committee - Jeannie Brisson

The Budget Committee met on August 31. We finalized the fiscal year (FY) 2017 budget with an overall increase from last year's budget of 7.7 percent, or \$57,500. This reflects the

expected increase in revenue from the staff addition in April of the Director of Development. The significant income increases are in the line items of unrestricted grants, special events, and membership.

Expense increases reflect the possible addition of a new staff member in April, and rent on the new FM translators in Denver and Fort Collins, once approved. Significant decreases in program acquisition are thanks to negotiations by Station Manager Tim Russo.

We briefly reviewed the Profit & Loss Statement for October 2015 through July 2016. There are no surprises. The revenue from the record sale and a major gift are anticipated before the end of this fiscal year. The budget Committee will meet again after recording of the FY17 first quarter.

The motion to approve the 2016-17 budget passed.

2016-17 budget passed unanimously.

Strategy Committee - Jon Walton

We met in August and have 3-4 action items. The committee cleared out all accomplished goals from the plan. We reassigned items Gavin once owned because of his move away from the area. We will meet again on Tuesday, Sept. 20 to look at future planning and other items such as the 40th Anniversary.

2016-2017 Budget presentation - Timo

Liz asked which programs' acquisition costs went down. Timo said RMCR is subcontracting the production of Capitol Coverage to KUNC. Bente Birkeland is currently the reporter. These changes reduce our cost by \$1300. Timo negotiated a 25 percent discount from BBC.

Pacifica's cost was negotiated at a 35 percent discount.

The motion to vote on the 2016-17 passed.

The 2016-17 budget passed.

Nominating Committee - Nile Southern

Nile presented Roz Brown as a Board candidate.

The motion to vote on Roz Brown's Board candidacy passed

The vote on Roz Brown's Board candidacy passed

Events - Risë Keller

The net income from the Record and CD Sale, organized by Dave Ashton at the Denver studios in late August and early September, was over \$4600 as of September 6.

New Business

Discussion of Michele Barone's request for a way to submit public comment to be read at the next Board meeting so people can make public comments at Board meetings without being present at the meetings. There was general agreement that there should be an auto-response when someone submits a comment on a web form or sends a comment to an email alias. Jon asked how other stations handle this. Guy suggested doing this on a trial basis. Jon

recommended discussing this at the next ExCom meeting and then considering it at the October meeting after we have figured out how we could implement this. Send comments or input to board@kgnu.org by October 3.

Gavin asked whether he can share our budget with KDNK (the radio station where he works in Carbondale). The consensus was that the budget is public. Anyone can request additional details from the Station Manager. The Station Manager can release details at their discretion.

Timo brought up policies and the Bylaws. He said we need to be able to recognize the differences between policies, procedures, rules, and processes. Guy explained some of the background of the wording in Section 13.3 of the Bylaws.

Timo said he would bring any new or revised policies for approval to the next Executive Committee and Board meetings.

Announcements

Rise said the Events Committee has rethought our annual Pie R Square event and is planning a Pie Social to honor the memory of Mouse Bradshaw on Saturday, November 12, at the Boulder Studios Community Room, from 9am-1pm. This is a potluck and volunteer appreciation event.

Jeannie announced that the Boulder Weekly printed a profile of David Barsamian this week, in which Barsamian urges people to volunteer at KGNU.

Meeting adjourned at 7:49pm

Note: the appended budget says “proposed” in the title but is the final fiscal year 2017 budget that was approved during the September meeting.

KGNU PROPOSED FY2016-2017 Budget

Proposed

Oct '16 - Sep 17

Ordinary Income/Expense

Income

Bus & Ind Underwriting	50,000.00
Business & Ind Match	9,000.00
Car Donations	29,000.00
Corp'n For Public Broadcasting	101,000.00
Grants - Unrestricted	61,500.00
Interest & Dividends	0.00
Memberships	514,000.00
Miscellaneous Income	2,500.00
Program Guide Ad Revenue	0.00
Raffles	1,200.00
Special Events Income	20,000.00
Studio Production Time	7,500.00
Volunteer Training Fees	4,300.00
Total Income	800,000.00

Expense

Bank Charges	7,500.00
Cash Reserves/Debt Service	50,000.00
Commissions	11,500.00
Dues & Subscriptions	7,000.00
Employee Benefits	60,000.00
Employee Bonus	0.00
Employee Search	1,000.00
Fund Drive & Premium	5,000.00
Hospitality	1,000.00
Information Technology	10,000.00
Insurance	17,000.00
Interest Expense	1,721.00
Janitorial	2,980.00
Labor	13,300.00
Mortgage Interest	14,650.00
Office Supplies	12,000.00
Outreach/Promotion	7,000.00
Postage	7,000.00
Production Supplies	3,500.00
Professional Development	4,000.00
Professional Fees	32,600.00
Program Acquisition	42,602.00
Program Guide Expense	0.00
Rent - AM Tower	26,400.00
Rent - FM Tower	19,957.00
Rent - Denver Studio	7,450.00
Rent - Fort Collins Translator	3,250.00
Denver Translator	1,800.00
Repairs & Maintenance	6,500.00
Salaries	357,070.00
Special Events Expense	0.00
Storage	920.00
Taxes - Other	300.00
Taxes - Payroll	29,000.00
Telephone	18,000.00
Utilities	18,000.00
Total Expense	800,000.00

Net Ordinary Income

0.00

Net Income

0.00