# Regular KDNK Board Meeting

**November 18, 2019**

**Location:** KDNK classroom

**In Attendance:** Andi, Dustin, Bruce, April, Chris, Jero, Shoshana, Scott

**By Phone:**
- Staff: Gavin, Erin
- Public: Board candidates Jonathan Stokely, Aly Sanguily, John Henderson

**Absent:** Kara, Bruce

**Call to Order:** 5:35 pm

<table>
<thead>
<tr>
<th>Topic</th>
<th>Discussion Points:</th>
<th>Action Items:</th>
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<tr>
<td>• Check in</td>
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<td>• Minutes</td>
<td>Approved September and October minutes unanimously.</td>
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<td>• GM Report:</td>
<td>KDNK Station Manager’s Report - November 2019</td>
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<td><strong>FINANCES</strong></td>
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<td>KDNK staff and committees have proposed a balanced budget for 2020 of $556,008.</td>
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<td>Our next Corporation for Public Broadcasting grant will be up again to $122,908.</td>
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<td>We received a $5000 grant from El Pomar Foundation last week.</td>
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<td>We qualified for the $5000 matching grant program for #GivingNewsDay through Colorado Media Project and the Gates Family Foundation.</td>
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<td>Phone bank for lapsed members last month brought in $1000 combined donations &amp; pledges.</td>
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The final CMC rental of the KDNK classroom for ASL class is tonight. We also have upcoming classroom rentals from Poets on Purpose at Aspen Words and for private events.

990 for 2018 was finally produced by Cutler & Associates and submitted to the IRS.

Rocky Mountain Community Radio coalition hired grants administrator Tyler Lucas. I joined a new development committee to oversee the grant efforts and deliverables.

PROGRAMMING
Community Advisory Board met on Nov. 7. Recommendations include notifying 6AM listeners how to hear the rest of Democracy Now and notifying listeners when safe harbor is about to begin at 10PM with a “sensitive listeners” warning. Both suggested changes are underway.

AZYEP hosted a live remote broadcast with Let Them Roar from Steve’s Guitars on Nov. 14.

KGNU has offered to hand off editorial control and grant funding of the Connecting the Drops series to KDNK and we await confirmation with Colorado Foundation for Water Education.

The next DJ Orientation is November 21 and then we are taking a break in December.

TECH
CPR engineer Ron Zastrow donated his time to help KDNK. He checked on Sunlight Peak we updated off-air alerts. He checked on Iron Mountain and helped evaluate the cause of signal issues on 88.3 in Glenwood. Then he worked at KDNK for 3 hours, including EAS troubleshooting, adjusting trim levels on studio console to even out balance problems, and discovered we need to order a replacement output module for the console from Wheatstone.
Bill Frost is returning to Iron Mountain this week to install a backup transmitter and STL receiver to swap out for our equipment. We’re hoping to solve the 88.3 signal issue before snow hits.

Lucas Turner outlined for staff his plans for initial forays into video production at KDNK with existing equipment. We plan to try out live streaming as well as recording video for later use.

I’m meeting with Mountain Wire Management and Louie the Computer Guy to setup and plan a major overhaul and cleanup of the tech closet to occur in January.

ENGAGEMENT
KDNK Board Election is underway with 5 candidates for 3 available seats. Ballots were mailed or emailed and must be returned by 5pm on Nov. 25. Interviews with all candidates have been aired during KDNK Local News, are posted on the website, and were emailed to all members with a valid email address.

KDNK Halloween Dance Party was a success. Initial estimate is that we netted about $4K. Big thanks to sponsors including High Q and TACAW along with RFBC, Marble, Peach Street, Odell, Big B’s, Aw Snap Photo, Bill Flanigan, Third Street Center and our amazing volunteers.

4 KDNK staff attended the annual RMCR conference in Moab and attended sessions on news, music, fundraising, volunteer management, rural pride, and other subjects. I stepped down as president of the nonprofit, shifting to the role of treasurer.

Our final First Friday Kids Movie Night was November 1.

Strategic Planning Committee led 3 stakeholder input meetings, collecting 9 pages of notes. Then we met November 6 to determine next steps and plan for the annual meeting.

Events Committee met on October 22 and November 11.
Footsteps Marketing is working on a re-engagement campaign launching soon for KDNK and AZYEP to reach out to over 2000 email addresses currently dormant in MyEmma.

CALENDAR
November 20 - KDNK Bingo Night @ Beer Works
November 21 - DJ Training @ KDNK
December 3 - Giving Tuesday & Giving NewsDay
December 6 - Labor of Love & Clay Center Cup Auction @ CoVenture
December 10 - Colorado Gives Day
December 13 - KDNK activation event at Abraham Cruzvillegas show @ Aspen Art Museum
December 16 - Board Meeting @ KDNK
December 26-31 - Annual Fund Drive
December 28 - Mr. Roaring Fork @ Batch

Sponsorships for Labor of Love and Mr. RF are secured.

At her convenience Kara will share Sunlight Peak site engineering/technical documents with Gavin, Bruce and Chris for their reading pleasure.

- Board Committee reports:

  Executive Committee/Board Elections:

  Board Improvement Committee:

  Andi: we have 5 candidates for 3 board seats. However, the new board will have the option to appoint two more members in December if they see fit. We have done so in the past in order to retain a deep bench in the unfortunately common event of board turnover.

  Dustin: minor wording change to expectations section of Board Member Agreement doc. Reference to attending specific obsolete events made the more general “board members are encouraged to attend fundraising events and help out with membership drive”.

  Andi: Moves to approve Jero Seconds
  Unanimous approval.
**Executive Session:** Entered Executive session at 6:00 to discuss Music Director exit interview. Exited at 6:07

**Budget Committee:**

**Questions on budget:**

Jonathan Stokely: curious about the tech committee allocation and would like more detail if possible on tech spending in particular, but also events if possible.

Gavin: explained some specific line items but agrees that we want to improve our budget thinking around tech in particular

Andi: Strategic plan could impact tech spending. Gavin: tech committee plans to put together a list of tech needs before the end of the strategic plan.

April: health insurance fluctuations year over year?

Gavin: health insurance contributions were double counted in FY2018 budget, so was halved to reflect the station’s actual match amount in FY2019 budget.

Gavin: FY2020 budget attempts to meet six different employees where they are as to their varied health insurance needs. Budget line attempts to accommodate these various needs, but because prices are in flux, not all staff positions are filled, and each employee’s plan is essentially custom, we are unlikely to have much or any participation in a group plan, and forecasting the individual costs is more difficult.

Dustin: RMCR should investigate a group plan across the coalition

Andi: We’ve had ambitious budgets, and we are not trying to grow the budget next year, but we may not make the
2019 goals. We have good reserves, but we should really be trying not to dip into our reserves. We can’t keep not quite making our goals.

Gavin: We were roughly 15 or 20k short last year.

Andi: that’s not bad on a 560k budget, but we have to keep an eye on this and not let one-time bequests become general operating funds by default.

April asked about the current status on the Mary Lilly bequest, and we had a discussion around that. It was put into checking. That conversation lead into a conversation on our understanding of the shortfall from 2018. We weren’t totally sure what that number was (there was an overpayment in 2018 and some deposits not made until 2019, and the budget numbers incorrectly show a loss as the budget column – so it’s hard to decipher). Budget should zero out – not show a loss. Actuals do whatever they do.

Dustin and Andi both asked for some follow up and clarification on that and specifically: 1. Andi requested we see the 2020 budget proposal with the budget v actual from past years cleaned up and 2. Dustin asked that the board actually discuss and make a decision about what to do with the Mary Lilly bequest. We think the bequest defaulted to being used as a backstop to cash flow. That may be the recommendation of the board moving forward, but it needs to be a recommendation. We discussed putting Andi and Dustin’s budget and bequest issues on the January or February agenda to get out of end of year commitments.

Jero: motioned to approve 2020 budget as is with guidance to revisit budget in January if 2019 budget is not met.

Seconded by Shoshana. Unanimous approval.

Board directive on Mary Lilly bequest needed.

Discussion of capital/ other special projects in SPC

Budget ‘check in’ in January

Adjourn

Adjourned at 6:30