



Carbondale Community Access Radio

Subject: Regular KDNK Board Meeting June 15, 2020
Location: Conference Call
In Attendance: Scott Levine, Bruce Garr, Aly Sanguily (joined around 6:30), Mac Scott,
John Henderson, Adele Craft, Kara Silbernagel, Chris Hassig
Staff: Gavin Dahl, Greg Albrecht, Cody Lee

Absent: Dustin Cole
Call to Order: 5:50

Topic	Discussion Points	Deliverables / Person Responsible for follow-up
Check-in:		
Minutes Approval:	Shoshana moves to approve. Bruce seconds. Approved.	
Public Input:	No public present	
GM REPORT:	<p>KDNK GM Report June 2020</p> <p>COVID-19 UPDATES We launched Phase 2 on June 13 (changes in bold). Want board input on Phase 3 and 4.</p> <p>Phase 2:</p> <ul style="list-style-type: none">- Wash hands or use hand sanitizer before touching anything inside KDNK.- Wear facial covering when speaking (on and off mic) or moving around the station.- Practice social distancing at all times with 6 feet between people.- Only 1 volunteer in the air studio or production studio at a time.- Gloves are provided and encouraged while handling CDs, vinyl, and during a show.	

<p>>>REOPENING DISCUSSION:</p>	<ul style="list-style-type: none"> - Music DJs: Sign off verbally 6 - 10 minutes before the end of your show, and end with a long song from DAD to facilitate the transition to the next DJ. - Music DJs: Please do not come to the station other than the day of your show, but there is no longer a limit on how early you can arrive to prepare. - Public Affairs Hosts: If live in the studio, please end 3 minutes early and use theme music to facilitate the transition. - Public Affairs Hosts: You can now schedule studio time to pre-record shows. - Wipe down all surfaces touched, including the console, desk, laptops, CD players, headphones, telephones, microphones, keyboards, pens, seating, and door knobs. <p>Phase 3:</p> <ul style="list-style-type: none"> - Guests for programming purposes can enter the building. Will need to fill out access agreements. Doors remain locked. <p>Phase 4:</p> <ul style="list-style-type: none"> - Members can visit the station for membership purposes. Non-programming guests can visit the station when invited. Doors remain locked. Perhaps access agreements stop? <p>Board discussion on target date for moving to phase three.</p> <p>Greg: have had minor compliance issues with the email/pledge Chris: questions value vs. confusion of having email. Seems like a waste of staff time if people are technologically challenged with it.</p> <p>Greg: email actually easier for staff than physical Gavin: useful to have both Chris: oh ok</p>	
--------------------------------------	---	--

Kara: need to consider possibility of going back a phase too if situation worsens, especially in the fall.

Cody: if we have to go backwards we can use run-up to that as opportunity for more training on remote DJing. Beginning of July seems like logical time to go to Phase 3.

Gavin: jump to phase 4 is bigger step may be a long time until phase 4, but 3 could happen soon.

General board approval of a slow phased handling of things and continuation of best practices.

FINANCES

Total income for 2020 through May 31st is \$460,888 and total expenses so far are \$249,700. If you subtract the PPP and emergency CPB funds, we have raised \$290,552.

Alpine Bank still doesn't have instructions for PPP documentation, so even if we completed our own paperwork to apply for loan forgiveness, they don't have anywhere to submit it yet. Finance committee will keep an eye on this, since it may not be possible to complete by June 30.

We received the draft audit from CPA John Cutler on Friday and should have the final draft any day now. Greg and I will work together on filing CPB financial reporting and hope to complete it before June 30. KDNK was granted one routine extension already.

We applied for grants from Colorado Creative Industries and the Next 50 Initiative. We are hoping to submit grants to Colorado Humanities and City of Aspen before next board meeting.

PROGRAMMING

Most KDNK DJs are back doing their shows as we begin phase 2 of reopening the station. Cody and

Kenna are providing support to volunteer DJs, while Lucas and I are helping public affairs volunteers so that everyone is reacquainted with station expectations. More than 75 shows have been hosted live by in-person DJs since June 1st.

KDNK aired live remote broadcasts of the Bridges High School and Roaring Fork High School graduation events on May 29 and May 30. Thanks to our sponsors: Distinguished Boards & Beams, Alpine Bank, Peppino's Pizza, Carbondale Beer Works & Sopris Lodge.

Other recent highlights include airing the radio drama Velvetten Rabbit produced by youth-focused SOL Theatre and the radio drama War of the Worlds produced by 8th graders from the Waldorf School on the Roaring Fork.

We will begin an evolving version of our partnership with Steve's Guitars for the annual summer concert series in Sopris Park this Sunday, June 21. Greg is working on sponsorships. The plan is to broadcast 4 concerts as intended, but for now they will be via Streamin' Steve's instead of live from Sopris Park.

Mike Lemmer worked his final paid shift on the news hosting rotation last week. He was a part-time team member at KDNK for much of the past decade who covered NPR hosting, and helped KDNK expand the reach of our live remote broadcasting by leading the crew for Two Rivers Park, Basalt Summer Concert Series, and Second Sunday Sopris Park shows.

Cody is working on Q2 Sound Exchange reporting, using Spintron playlist data from June 1 - June 14. We no longer have to require DJs to change their shows to match the reporting.

Greg and I have been contacted by a local dispensary that wants to underwrite on KDNK. More public radio stations have begun doing this again in 2020, as

KDNK used to before the start of the Trump presidency. I'm seeking board input on this, and would also speak to town clerk Cathy Derby to make sure we are compliant with local regulations if we choose to proceed.

TECH

We will not be using the Broadcast Tools Audio Sentinel ordered for the Glenwood 88.3 translator site which will result in a refund of approximately \$300.

Lucas updated the EAS alert system so we can receive tests from public television again.

Climate Control came for annual service on AC/heater units in the air and production studios.

Carbondale has suffered several power outages and our backup generator has not failed.

ENGAGEMENT

KDNK is now setting up gear at the Carbondale Farmer's Market each week so that the station airs on our JBL speakers throughout the event from 10am-3pm on Wednesday.

Rocky Mountain Community Radio coalition has brought in our first new journalism grant, from the Environment Foundation, and is soon to receive a second grant. I've been working with the RMCR development committee and grants administrator on plans for how to divvy up the funds to member stations including KDNK of course. Meanwhile, this month's board meeting was my last as a KDNK staff member. This is a vital coalition and KDNK should not miss meetings.

Greg and I are finalizing details of a new \$4000 trade partnership with the Post Independent.

KDNK ordered new bandanas in a bright range of colors. We will begin to make them available to the

	<p>public this week for \$15 including shipping and handling.</p> <p>Greg attended the Carbondale Chamber Biz After Hours online in May.</p> <p>Kenna and I attended Carbondale Creative District steering committee virtual meeting in May.</p> <p>KDNK will bring back the Safety Dance party this Friday from 10pm-midnight with a Zoom room live for listeners to see each other and text chat (with no sound) while listening to KDNK. This will happen during the second hour of Ethan’s show and first hour of Jero’s show and anyone who mentions the Safety Dance at Batch on Friday night will get \$1 off drink orders.</p> <p>My going away party will take place on the air from noon-2pm on June 30th, my final show at KDNK. Listeners will be invited to call and say goodbye at 970-963-2976. My show tomorrow will feature artists on the bill for the cancelled Sonic Bloom Festival, which was due to start this weekend. Meanwhile Booked will feature Let Them Roar this week, and next week my last show will be an Ask Me Anything.</p> <p>The Sopris Sun ran a nice profile on volunteer and AZYEP teacher Drea Marsh, and covered my impending transition off of KDNK staff, while highlighting our job opportunity.</p> <p>On June 1, Chris Hassig and I distributed a press release to a custom list of contacts I created, and the job is posted in many locations and distributed to multiple public media listservs.</p>	
<p>Finance Committee:</p>	<p>Finance Committee is prepping mid-year budget review for July. Numbers are strong so far, but we may still want to adjust some goals and expectations.</p>	

	<p>Finance Committee would like to consider some new options for bookkeeping services. Have reached out through networks and research to some various bookkeeping candidates and have solicited some offers.</p> <p>Greg: one advantage of some of these potential services is the ability to have real-time shared access to the books. No time getting reports if it's always available. That helps both with keeping a close pulse on the accounts as well as aids transparency and responsibility.</p> <p>Board set an upper limit of \$600/month average below which the Finance Committee should negotiate as best it can. Any proposed prices above that will need to come back to the board.</p>	
<p>COMMITTEE REPORTS:</p>	<p>CAB: New meeting will be set soon. Scott will discuss with the chair, Brandon Jones.</p> <p>Events Committee:</p> <p>Aly: trying to find new events that can be low-stress, raise money, and not at risk of cancellation.</p> <p>Next event will be a second Safety Dance next week on Ethan and Jero's Friday Night shows.</p> <p>Hoot and other expensive in-person events have been cancelled in favor of a lighter quicker cheaper approach.</p> <p>We're way out ahead of the Labor of Love trying to get an online/on-air version relaunched.</p>	

Chris: if we're this early perhaps we try to start soliciting donations much earlier like with the fall drive?

Cody: we should have some kind of event to kick off the fall drive. We should also consider sponsoring some some bike cruises with mass KDNK radio play.

Gavin: Halloween in particular remains an unknown. One thing to do will be to discuss a lenient cancellation policy with the Third Street Center.

Aly: we're leaving the door open on that event for now and will have to wait and see.

Gavin: KDNK is live on the speakers at Farmer's Market on Wednesdays. Could evolve, be duplicated elsewhere over time as an easy way to reach out.

Gavin: 21+ events also possible. Marijuana sponsorship and underwriting potential.

Gavin going away 'party' on-air June 30th for final show. Also will do AMA on booked.

Grants Committee:

Gavin, Greg, Shoshana met and have a plan to apply to a series of grants. Finishing up ppp, cpb requirements.

Committee looking to transfer Gavin's knowledge successfully for documents, rolodex, etc. going forward.

Gavin: shoutout to Shoshana, Erin, Amy Taylor for getting our grants much more organized over the past few years.

HR/Hiring Committee: Two good leads so far. But we have not closed search. Meeting Wednesday, will do initial interview of two or three candidates.

	<p>Gavin: have heard from seven well-qualified candidates and we should expect applications from some of them soon.</p> <p>Tech committee: Backup generator has worked well as we have faced power outages. Glenwood up and working. No meetings planned before Gavin leaves.</p> <p>Thanks to Mike Lemmer for all of his help over the years! Two shows from him left. Tune in.</p>	
	<p>EXECUTIVE SESSION STARTED 7:34</p> <p>Ended at 7:56</p>	
Staff reports:	n/a	
Open discussion:		
Adjourn:	<u>7:56pm</u>	