

KVNF Board of Directors Meeting 13 December 2004

KVNF Board of Directors Meeting
Memorial Hall, Hotchkiss
13 December 2004

Board members present: Felix Belmont, Brian Cambria, A. Paul Douglas, Paul Gibb, Dennis Grunkemeyer, Cynthia Hines, Adam Silverstein, Wayne Wiitanen

Board members absent: Mike Chamness, Norma Philipps

Staff member: Philip Hassinger

Public: Adam Burke, Tom Lindblom, Jeremy Werlin, Ron ??

Note: minutes will follow the order of the agenda (attached).

Board President Adam Silverstein called the meeting to order at 6:35 pm.
The mission statement was read by Douglas.

Douglas moved and Grunkemeyer seconded a motion that the minutes of the September Board meeting be approved as distributed. Motion passed unanimously.

Hassinger gave a brief Station Manager's report as Sally Kane was stuck in the airport in Phoenix. The auction created \$12,000 in income, which was about \$3000 below budgeted. Hassinger explained that the shortfall was attributable to fewer donors.

Tom Lindblom reported on the Town of Paonia Planning and Zoning board meeting with respect to KVNF's application for a change of use permit. The P&Z board will recommend to the Town Council that the change of use be granted. No parking space requirements will be enforced. An agreement was reached to permit a western-style canopy for the front of the building.

Lindblom reported on the results of reviewing the current design with members of the station staff. Staff expressed a need for 2 "mixing stations". No substantive concern was expressed over the "open office" plan. Burke commented that KVNF should consider the best acoustic treatment for the studios that it could afford. Hassinger indicated that extreme measures for isolation of street noise need not be taken. Hines emphasized the need to spend funds on the infrastructure.

Jeremy Werlin reported on his investigations into roof surface strategies, reworking trusses, and a clerestory (report attached). There was a brief discussion of how best to utilize volunteer labor. Werlin recommended that the roof not be torn off and be replaced, but that it be "resurfaced" and that only minimal truss repair be done because, in his estimation, the roof is basically in good shape. For the least expensive roof

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treatment (Foam Tech) and minimal truss repair plus a clerestory and other related costs Werlin estimated just under \$77,000. Cambria wondered why we haven't compared the cost of repairs with the cost of a full replacement. The general response was because the roof functions perfectly well as it is and the cost of a full roof replacement would quite high.

Lindblom presented new project cost estimates based on Werlin's data (report attached). His figure for the whole project without clerestory is just over \$459,000 (\$91.30/sq ft). If a clerestory is included the cost is just under \$539,000 (\$107.11/sq ft). Lindblom also reported that REG (of Crested Butte) was ready to meet regarding HVAC and that possible installers need to be involved.

Grunkemeyer reported on the LEED workshop that he and Sally Kane had attended at the University of Washington (Seattle) on Thursday of last week. It was a good and useful workshop. He outlined the general procedures for LEED certification and both he and Kane believe that the new building can be "silver" certified. Becoming LEED certified would result in good PR, be a psychological asset to the station, can serve as an example of what can be done with respect to a "green radio station", and would be an exciting project. Materials for a "green" building are not necessarily more expensive than conventional ones. KVNF would need to register the project (fee required) and then proceed. Several Board members suggested that both an audio and video record be made of the project.

Grunkemeyer volunteered to be the Project Manager for the building. He outlined his qualifications and stated that he would require reimbursement for travel expenses but would draw no salary. Douglas said he would prefer an experienced manager. Werlin observed that having a project manager to handle paperwork and a construction manager to be on-site is a powerful combination. *Hines moved and Wüitanen seconded a motion that KVNF accept Grunkemeyer's offer to act as KVNF project manager with the understanding that if additional help is required it will be provided. Motion passed unanimously.*

Silverstein and Belmont have met with Bob Pennetta who was asked for a donation and also to talk to Joe Cocker on behalf of the Capital Campaign. Grunkemeyer passed out a Capital Campaign "kit" to the Board.

Hines reported that due to payment cycles underwriting income appeared to be down. However, there has been no loss of accounts. No unusual expenses have been encountered. An examination of the 2005 proposed Budget indicated that payroll is nearly \$200,000 which is large for a station of KVNF's size. A question was raised: is KVNF overstaffed? An examination of this question is appropriate, and if staffing changes are warranted they will have to be gradual. Hines asked Hassinger where funds for the Outreach Program had gone. Hassinger will check. *Hines moved and Douglas seconded a motion that knowing some revision of the budget will be forthcoming, the budget for FY2005 be approved.*

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Motion passed unanimously.

The Engineering committee suggested that translator upgrades be coordinated with Outreach committee activities in the area being served by the translator.

Grunkemeyer and Belmont will be giving a presentation in Ridgeway this week to try to identify and attract major donors. Hines recommended that KVNF work with Partners of Montrose for a joint program at the Montrose Pavilion in February. In addition she indicated a need to finalize the Outreach calendar. Her written report on Outreach activities is attached.

Burke raised some questions that he felt should be addressed by the Board as soon as possible, *viz.* how are funds going to be raised and does the Board have a plan with action items? Burke commented that the Board needs another action plan for 2005 and a new out-of-area donor list with projected donation amounts should be developed.

Cambria moved and Douglas seconded a motion that the current officers be retained for the next year. Motion passed unanimously.

The officers are:

President: Adam Silverstein
Vice-president: Dennis Grunkemeyer
Treasurer: Cynthia Hines
Secretary: Wayne Wiitanen

Standing committees:

Executive: Silverstein, Grunkemeyer, Hines, Wiitanen
Finance: Hines, Gibb
Personnel: Douglas, Grunkemeyer, Wiitanen
Engineering: Cambria, Douglas, Wiitanen
Development: Belmont, Cambria, Philipps, Silverstein
Outreach: Hines (chair), Grunkemeyer, Cambria, Chamness, Janelle Comer, Robin Boone, Michele Rogge.

Douglas moved and Grunkemeyer seconded a motion that the 233 Grand Ave building roof resurfacing be a "Foam Tech"-like technology (per Werlin report), that only minimal repairs to trusses be done (per Werlin report), that a clerestory (per REG/Werlin report) be incorporated, and that any other roof-related repairs be done as needed. Motion passed seven in favor, one abstention.

Wiitanen moved and Hines seconded a motion that KVNF proceed to seek a "silver" LEED certification. Motion passed unanimously.

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Items postponed until the January Board work session:

- Programming policy
- Capital Campaign budget amount
- Critical Path
- Backbar

Cambria moved and Grunkemeyer seconded a motion that the Board go into executive session. Motion passed unanimously.

The Board went into executive session at 10:41 pm to discuss legal matters relating to the station and job descriptions for the Station Manager and the General Manager.

The executive session was closed at 10:55 pm.

Hines moved and Silverstein seconded a motion that the job descriptions for the General Manager and the Station Manager be accepted as amended in executive session. Motion passed unanimously.

Hassingier and Kane job descriptions are attached.

Hines moved and Silverstein seconded a motion to adjourn. Motion passed unanimously.

Meeting was adjourned at 11:02 pm.

Respectfully submitted,

Wayne Wiitanen, Secretary