

January 25, 2022  
KBOO Foundation Board Agenda  
Via Zoom Meeting: <https://zoom.us/j/466500368>  
6:00 PM-9:30 PM

Attending: KatMeow (facilitator), Malik, Charles, Ruba, Brian,  
Laurie (notetaker), Layla, Alyssa, Jessica  
Staff: Althea, Zale, Azia, Delphine  
Members: Gene

### **1 Call to Order /Introduction 5min**

- [Review Abbreviated House Rules](#) & KBOO Mission
- Facilitation: KatMeow
- Notetaker: Laurie

### **2 Approval of Agenda 1min**

Layla moved to approve, Ruba seconded; unanimously approved

### **3 Approval of December meeting minutes 1min**

Ruba moved, Malik seconded; unanimous approval

### **4 Executive Committee Report 15mins**

Will be meeting on Wednesday evenings every week until a more stable KBOO

Layla is getting up to speed on Treasurer duties with Gene B's help

Voted to contract with Del for next month to help hire positions

KatMeow has received finance records from previous managers

Debbie and MacRae have offered to help new finance coordinator

KatMeow met with HVAC co. that will put in for free (yay!)

Structural test came out well for building

Water leak reports; Laurie found volunteer (Patricia K) to help facilitate resolution of leak problem, find plumber, etc.

KatM attended staff meeting; impressive work by staff; great ideas for upcoming events (OMSI After Dark; board members volunteer to help with event)

## **5 Committee & Staff Reports**

### **Program Ops Team 5min**

Althea and Azia presented report on progress of programming 2021: despite pandemic, KBOO did lots! livestream MLK Day, new partnership Juneteenth, back on Waterfront this year for Blues Fest. T-shirts sales have generated funds. News and Public Affairs days/series (Youth Day series, etc). Music marathons.

New Connections/partnerships: sounds from Portland, Imago Theater plays, Trans Day of Remembrance  
Ideas for Feb, march programming

### **Nominating 5min**

We need more board members! Schedule a meeting with previous nom com to pass on information.

Meeting scheduled for next Tues Feb 1

### **6 New Board Business 15min**

#### **Open items/Board Priorities Doc**

Need someone to pick up mail from PO (7th & Taylor), once a week  
Layla could pick up two Mondays (possibly all Mondays until we can find someone to help)

Really need more board members so can help share the labor

Discussion of “To Do” list, priorities given capacities of individual board members

### **7 Comments or announcements 5min**

KatMeow will be gone Feb 16-28, Playa writing residency  
Ruba asked if would host/facilitate; Charles will help with hosting/tech,  
Laurie or Alyssa will take notes

## **8 Public participation 10min**

No comments

## **9 Old Board Business 5min**

Strategic Planning discussion

Staff and Board Retreat Update

Not prudent at this time to have retreat: wait until after union bargaining,  
and more staff positions filled; but both board and staff want this to  
happen

## [Approval of PAC Policy Revision](#)

Board has been too overwhelmed with other immediate demands to  
review

Ruba moved, second, agreed to table until next meeting; apologies to  
Zale; Zale will send a reminder week before board meeting, Ruba as  
liaison will remind board to read day before next board meeting

Ruba moved, Alyssa seconded to go into closed session; approval

Closed Session Discussion Personnel and Finance Matters

Ruba moved, Malik seconded to leave closed session, and to adjourn;  
unanimous approval

## **10 Adjournment**

The next meeting is to be held on Monday, February 28th, 2022 at  
6:00PM