

PAC Meeting Minutes July 14, 2015

Present: Herschel, Celeste, Per, Pamela, Erin, Roger, Delphine, Kathleen, Jenka

STAFF REPORTS

Kathleen

PAC Report for 07-15-15

- Three new AM-PA shows debuted in the past month, Intersections Radio, Democracy In Motion, and Voices for the Animals
- Intersections Radio is going to reduce time to ½ hour and move to 11AM on the first Friday. That leaves 9-10AM on the First Friday open. I will post for that this week.
- Programming staff and Mic and Ani have been meeting on redeveloping internships
- Attended Finance training for staff and volunteers
- Filling many slots with subs this summer
- Quarterly Report of Treatment of Significant Issues for the second quarter submitted several days before deadline
- This week starting to work on list of books for membership drive, which will start on September 9th.

Jenka

Erin

Blues Fest

- Smooth Broadcast
- Oregon Community Media

Program Changes

Lanita Duke had a change in her work schedule, and can't host From the Grassroots anymore. Jane Manning will take over, and the show will be Blues Junction all weeks, with rotating hosts.

Show Openings

there are a few openings for programs this month:

- Every Other Friday Morning 3-5:30am - DJs choice on format, but we'd prefer something that has flow with what is before (Temenos) and what it alternates with (City of Women).
- 4th Sat 6-9am Swing n Country opening - Country and Western Swing Music
- 5th Thursday 5:30-7am Folk Show opening - Folk Music

In Process

- Portland Community Media news broadcasting: PCM folks came here, and we are devising a plan for them to broadcast our news. They'll park their mobile truck in front of the building, run a snake through the hallway, and have robot cameras in the studio with the news anchors, so there isn't another person in there. They'll come watch the news next week, and we'll keep trying out pilot programs, with a goal of regular broadcast in October.
- Caldera Partnership: Just finished training to teach at a summer camp next week with Monday night programmer Turiya Autry. met with the Caldera folks as well, who are the non-profit arm of Weiden and Kennedy, to work together in the fall with their visiting artists and their youth.
- Columbia Clearwater and Willamette River Revival - Doing a special on July 31st for their event on Aug 2nd. They want to develop a podcast, we'll see
- Production 3 development - Hired Jon Wolfert as the coordinator, should start RFP stuff in August
- KBOO's 2015 Artist in Residence, Sunny Bleckinger, is on track and will start recording voice actors this month.

Other Stuff

- Monica and I did a consulting job at KMUN, and are sharing training and will be working on helping them develop a volunteer coordinator position, and more local news training.
- Taught the Digital Editing classes for the Media Institute for Social Change again this year.
- NFCB conference in Olympia in Late July

BOARD REPORT

- Meeting next week, application process for board members is over , 4 applied for 4 seats. deciding if they should extend the deadline or not. All candidates are strong
- Board Objectives will be worked on at the next board meeting.
 - Does the PAC want to have objectives?

PROGRAM OBJECTIVES FY 2016

some projects are to be dated once we begin them

OBJECTIVE ONE:

MAINTAIN AND IMPROVE OUR PROGRAMMING EXCELLENCE - ALL

- Add quarterly visioning meeting to the schedule (Lead - Erin)
- Evaluation Process (Lead - All)
 - Work on Short Form as Stopgap measure to solve evolution problems
 - Look to develop plan further where shows are evaluated by one staff person and one outside source for a total of 3 programs. The programmer will meet with their Programming Staff, and Volunteer coordinator (or if it works out, the Training Coordinator)
 - Look to Program Excellence Grant for ideas on funding and implementation
 - Evaluate cost of coverage for Programming Staff to take 80 hours per year to conduct evaluations (Cost of this is 6 weeks of fill in help for Erin, Jenka, Kathleen)
 - Evaluate cost of outside program evaluations
 - It takes about 4 hours to evaluate a one hour program, including typing up reports, and meeting with the programmer

OBJECTIVE TWO:

ASSET MANAGEMENT PLAN - Erin

- **DIGITAL ASSETS (The digital material we create every day)**
 - Research and Develop Digital Asset Management Plan
 - Implement Digital Asset Management Plan
- **LIBRARY ASSETS**
 - Library Database
 - Software Chosen
 - Software Installed
 - Volunteers trained to use Software

OBJECTIVE THREE:

SECOND STREAM DEVELOPMENT

- Research and create a plan with the new website to develop a second stream
- Develop a budget and plan for funding
- Create a schedule and research automation software

OBJECTIVE FOUR:

INTERNSHIP PROGRAM

- Internship Programs (Lead - Kathleen)
 - continue to develop and implement internship programs

- build in sustainability to the internship programs

OBJECTIVE for 2017 possibly:

LIBRARY SHELVING PLAN - Erin

- Plan on creating an all vinyl section of the library, and moving shelves around to create more space in the music library.
 - concerns:
 - ADA compliance
 - electrical
 - how to use the library when this is happening
 - how to move the listening room to be in the alcove for future use as another production room (future as in 5-10 years from now)
 - Window into Studio one
- Put together team to make this happen
 - Not sure how to do this?

INTELLECTUAL PROPERTY

Del - believe KBOO owns the programs, the rights to show concepts, true?
No, hosts take the show titles if they want to.

Next Month Agenda

PAC members volunteer to work on staff objectives