

KBOO Foundation Board Meeting

December 18, 2017

Board Members Present: Sekoynia, Shaheed, Katmeow, John, Tsixx, Adam, Ruban

Board Members Absent: Kipp

Staff Present: Del, Zale, Alexander Roberts

Others Present: Danielle Parks, Mark Anderson, Quincy Davis, Gene Bradley, Dana Ghazi

The Board approved two motions via email:

1) Union Contract. Known as “The Collective Bargained Agreement Between KBOO Foundation and Communications Workers of America, Local 7901 October 1, 2017 through September 30th , 2020.” ***The contract approved by email on December 5th.***

2) Treasurer. ***Board appointed Ruban as treasurer by email on December 12th.*** Ruban may now serve on the executive committee with Sekoynia & Tsixx.

Meeting at opened at 6:13 with reading of the guidelines.

Did Introductions.

No public Comments.

October minutes approved.

No November minutes. This will be noted on the website.

Board approved that Email motions that are approved in between meetings are recorded in the following month's minutes.

Report from Zale:

Construction permit completed for The Dalles translator that is leased by All Classical. FCC Paperwork approved by Sekoynia, December 11th.

Station Manager Report: Del provided the attached report with comment.

Station Manager Report - December 2017 Highlights

Mic's Email: mic@kboo.fm || Del's Email: del@kboo.fm

Admin:

- n/a

Archiving:

- We have applied for funding for an archivist contractor through the collins foundation.
- Marti is now working on mugs and pin collection

Web/IT/Tech:

- Hiring of new IT person. We got 2 top candidates. We are doing reference check.
- Net Neutrality
- Drive pop-up
- Second stream planning in 2018

Volunteers:

- Drive went well but Jenna worked hard to get volunteers to sign up. We will remind volunteers of drive shift expectations and track more strictly.
- Volgistics full implementation is going to be our focus next
- Volunteer appreciation party planning. Dec 18 postponed to Jan.

Engineering:

- Integra phones were down for a week
- Drive preparation and break down
- Live music training preparation

Programming:

- Bread and Roses is back. Della Rae is leading.
- New shows during the 7:00pm Hardknock hour. Queen Talk. Wednesdays and Thursdays now have local programming focus African American and poc voices.

Development:

- Annual report: calendar of events! Great feedback
- Drive support
- Preparation for next year's grant writing opportunities including a capacity building grant for supporting the fundraising team at KBOO.
- 50th anniv. Support and fundraising

Membership:

- Matthew is still supporting the membership department next drive though we are planning for someone to start full time in January. Pamela or an interim membership person
- Drive debrief: we raised 41k instead of 58k so we will need to increase our goal for Feb drive. Feb might be a non conventional drive.
- New caps and tshirts came this drive!
- Food plan was great!
- Volunteer support was great!
- We need someone full time to plan better so we can meet our goals.

Finance:

- Cash flow projection. Worked with Accountant Pedro to double check
- Reconciliation of Quick Books and Donor Perfect. Sun is helping.
- Change of bank- once we have a permanent treasurer
- Bequest

Underwriting:

- We got new trades and renewals but this department is suffering since Matthew is also working membership

Station Manager's Notes:

- Mic will transition on Jan.8. Will Del be full time or not? When can we know?
- Priority on membership and HR support
- Del is taking the last week of Dec off.

Beloved Community:

- New Beloved Community 101 workshop for folks who benefit from white privilege on Sat. Dec 16th at 12pm. Went well. New recommendations!
- Quarterly training for board and staff will be coming up soon: next up LGBTQ issues and also workplace boundaries

50th Anniversary:

- We are hired Dawn Smallman as our 50th anniv. Project manager. She started Dec. 15. She will be overseeing the exhibit production, major donor parties, website and more
- The exhibit will take place at OHS January 20th- July 29. Sneak peak on Jan. 19.

Tasks that need to be done:

- Assist with 50th anniversary planning and fundraising!
- Research membership database options and clean-up.
- Help us deep clean the station: Once a quarter the staff try to organize a deep clean day to clean different areas of the station. Please help management organize these cleaning

Nominating Committee presented nominees:

Quincy Davis – withdrew her name

Dana Ghazi

Danielle Parks

Mark Anderson

Gene Bradley

Claire Heacock

Eric Maher

Wren de Vous –via phone

Each board member voted for his or her top four candidates.

Four new board members elected by the board and were seated immediately are:

Gene Bradley

Mark Anderson

Danielle Parks

Claire Heacock

At the next meeting Zale will help the board determine which vacant seats the new board members will fill.

Here are statements from the new board members:

Danielle Parks- *My name is Danielle Parks and I have been a volunteer at KBOO for eight years. I first began volunteering as a receptionist and then became interested in becoming an engineer. I currently engineer for the Monday night news, the Labor Radio collective, and The Prison Pipeline collective. I am also a co-host for a show called 'A Different Nature' which features experimental and new music. This is a collective in which I present the works of female artists who are often underrepresented in this particular musical genre. I also sit on the board of the Creative Music Guild, a non-profit organization which has been bringing creative and experimental music to the Portland community since 1991. I have sat on several committees ranging from communications to planning committees for music festivals each year. I also volunteer as a mental health advocate for participants at art and music festivals along the west coast.*

Because I contribute to news and public affairs as well as the music side of KBOO, I feel this gives me a well-rounded perspective of the various communities within KBOO. I work closely with various collectives to ensure their voices are heard and support their goals to inform and educate listenership. I strongly believe in the power of community radio and want to help KBOO with it's goals of diversification, education and social change. I would like to bring this passion and dedication as a board member to ensure KBOO continues to be a relevant and essential resource for our community. I would like to see KBOO continue to grow and fully support KBOO's mission of empowerment and democracy for all.

Claire Heacock- *Hey Adam, I'm so beyond excited that you reached out to me about becoming a board member for KBOO radio. I started as an intern this past summer working for KBOO and spent 180 hours working under Jenka's direction alongside other interns and many, many KBOO employees and volunteers. Some most notable moments were Pickathon and The White Eagle Grateful Dead Show, as well as volunteering during the membership drive and coming in after my internship ended to continue during the drive as well as help with social media on a weekly basis and am sort of "on call" when people want to make sure something gets live streamed on our social media. I love volunteering for KBOO and I am so honored that Jenka recognized me as someone to be considered for the board.*
Thank you! CEG

From Eugene Bradley:

Dear Sekoynia-

Here is information for my application to serve on the KBOO Board

Background:

KBOO member/volunteer 1998-present

Member KBOO Board of Directors: 1998-2006

Board Treasurer: 1998-2004, 2006

Board President: 2004-2005

Organizing member: "Keep KBOO as KBOO"- 2012-2013

Co-Chair: workgroup to revise KBOO Policies- 2013

Member- KBOO Finance Committee- 2013-2016

Finance Committee Chair- 2015-2016

Co-Chair- KBOO 50th Anniversary Steering Committee- 2016-present

Volunteer: janitorial, pledge drives, on-air interviews

Other

US Postal Service 1971-2009

Letter-carrier (Member-Branch 82, NALC)

Delivery Supervisor-Portland OR

Station Manager/ Operating Manager- Portland OR

Labor Relations Specialist-Portland District (Oregon-S. Washington)

(grievances, arbitrations, mediations, EEO investigations, contract negotiation,

Union-Management Dispute Resolution, training)

Past member- Portland City Club 2009-2012

Why I love KBOO:

From the day I first came in to KBOO, it has been a welcoming community to me.

I have met and worked with people of all ages, from many background.

I have gotten to work with fellow KBOO volunteers on the widest variety of work, and formed enduring friendships.

I feel a tremendous sense of unity with my fellow KBOO-istas.

KBOO has been critically important, and continues to be so, as an independent voice for the community.

It provides a chance to be heard to people whose causes and ideas are denied other outlets.

It offers a chance for ordinary citizens to express their creativity and share their passions.

KBOO is First Amendment/Free Speech radio.

KBOO is also vital as a training ground- teaching people how to do radio, and giving people an opportunity to become citizen journalists.

KBOO also exists a grassroots-democratic community- on of the few such organizations still in existence in Portland.

Anyone can become a member, and members decide who will represent them in the stewardship of the station. KBOO continues to exist only because people in the community makes it possible- with their money and their labor and devotion.

As a person who has benefited so much from this community, I feel that it is my responsibility to do what I can to ensure that KBOO will still be here in the future.

How I would fulfill a Board expectation of 12-15 hours per month:

I would hope to work with the Finance Committee on what is a very challenging budget, and prepare for the midyear budget review.

I will continue to co-chair the 50th Anniversary, overseeing the work-groups, doing major donor fund-raising, and conducting interviews for the KBOO Stories Project.

I would attend all Board meetings- to guarantee quorum, and would hope to provide support for productive Board meetings.

I would be available to offer support to the Station Manager, as the Board directs.

Thanks for your consideration.

Gene Bradley

From Marcus Anderson:

Hi Sekoynia

My wife and I moved to Portland in 1994 and have been members of KBOO since 1996. Since that time I have volunteered to do mailings (back when the station still did that) and phone answering.

I worked for the Forest Service for 30 years as a Civil Engineering and retired in 2006. During that time I managed a \$1MM to \$6 MM facilities budget working with spread sheets and National computer data bases. I have supervised both exceptional and difficult employees. I have facilitated Regional and National meetings.

From 2006 to 2008 I was KBOO Board President.
From 2008 to 2015 I was KBOO's Tuesday morning reception.
I continue to volunteer answering phones during pledge drives.

Alexander Roberts gave his report as finance assistant.

Station Manager Hiring Committee:
Sekoynia reported on the process.

Moved to executive session at 8:36 for a personnel issue.
Moved back to open session at 8:50

Board decided to extend the position of full-time station manager to Delphine Criscenzo.

Moved to executive session at 8:59 for personnel issues.
Ended executive session at 9:25.

Board decided to discuss Adam's four resolutions about meeting facilitation at the beginning of the January meeting.

Adjourned 9:36.

Next meeting of KBOO Foundation Board: **Monday, January 22nd, 6 pm at KBOO.**

Respectfully Submitted,
John Shuck