

## **Program Advisory Committee Meeting Notes June 11, 2019**

*Present: Roger Warner, Erin Yanke*

Facilitator: both

Note taker: Erin Yanke

### **Introductions**

### **Meeting Guidelines**

### **Staff Reports**

### **Board Report**

### **General:**

Roger thanks us for having the meeting, and doing a good job

### **Staff Reports**

#### Lisa - PM News and Public Affairs

#### Jenna - AM News and Public Affairs

- First Voices Radio has been added to the regular program schedule, Mondays 11-12pm
- Disability Awareness host Grace Reed is looking for someone to help her get the station. She is having accessibility issues. Her show is on pause until we can find a solution.
- The union has granted an extension to my interim employment until July 31. We're hoping the hiring process for the AM director will be complete by then.

#### Erin- other

- Helping fill in the absence of Ani
  - Good in the Hood staffing
  - Blues Fest Staffing
  - Lots of helping volunteers
  - BreAna Loranger has been hired about a week ago to help with this work load
- Marla Davis money to fight the christian alt right
  - Getting pushback from finance committee, board members, etc. We are not being allowed to move forward with the work that we need to be doing
  - Goal for Erin is to get it done before the Jeremy Christian trail - which starts in January
- Hiring committees
  - Formed for PM News Director - led by Jenna
  - Formed for AM Director - co-led by me and Lisa
- Artist in Residence
  - Armon and Michael are the 2019 KBOO Artists in Residence to create a radio show called Tin Can Phone. They will edit content gathered in collaboration with

Joseph Rosenberger and James “Queaz” Broughton two men currently incarcerated at Columbia River Correctional Institution

- Blues Fest Update
  - Met with Tyler and Peter from the Blues Fest, and also Arthur, Phil G, Keith, Marc W and Erin. We are in okay shape, engineering is in good hands, recruiting volunteers is not where it should be at, but Erin and BreAna are working hard on it. OCM participation is good. Peter will be on Janes show to promote on June 29th
- Upcoming
  - Pride at OMSI
  - Please sign up for shifts at Good in the Hood

## **NO BOARD REPORT**

Roger liked when Reggae Bob and I hosted Africa Oye together, thinks we hit the major points, most days everyone is on board, lots of people doing playlists, thinks things are going smoothly.

MEETING July 9th, 2019 6pm

Adjourned: 6:44pm

## **PROGRAM ADVISORY COMMITTEE (PAC)\* RESPONSIBILITIES**

### **Programming Task Breakdown**

A. The Program Director, AM News and Public Affair Director, and/or the PM News and Public Affairs Director (called Program Staff for the rest of this document) can take these actions: 1. develop new programming 2. fill attrition slots: in cases of no format change, no consultation with the Program Advisory Committee (PAC) is required 3. fill attrition slots: if there is a format change, Program Staff should seek advice and recommendations from the PAC 4. change existing programming, after seeking advice and recommendations of the PAC 5. develop overall standards for broadcast and podcast 6. shape yearly goals for programming 7. revise programmer rights and responsibilities document as needed 8. suspend programmers for not fulfilling on-air responsibilities laid out in the Programmer Contract 9. any other items listed in the current job descriptions.

B. The Program Staff works through the PAC to: 1. provide active leadership of the PAC 2. shape yearly goals for PAC 3. ascertain community needs in a pro-active and mission-driven way on a regular basis 4. evaluate broadcast and podcast programming quality on a regular basis 5. report all programming changes to the PAC

C. PAC is responsible for: 1. assisting Program Staff in shaping all policy items listed in Section B above 2. working with the Program Staff to solicit input from community 3. working with the Program Staff to meet yearly PAC goals 4. serving as the Community Advisory Board to

ascertain community needs 5. serving as a work group to assist Program Staff in all areas as needed Policy #6 Proposed Revision 2

D. Committee makeup: 1. Committee is self appointed (any KBOO Foundation member who attends three meetings in a row and who agrees to fulfill responsibilities can become a voting member). 2. The board has the option to appoint a maximum of five (5) individuals from underrepresented groups at any time. The appointees will have immediate voting rights. 3. . The Program Staff, as well as at least one (1) and no more than two (2) members of the board, shall all be voting members of the committee. 4. The committee is open to new membership any time. 5. Any member who misses three (3) meetings in a row, or consistently does not fulfill PAC responsibilities, shall be removed as a voting member, per KBOO Bylaws Article VIII, Section 5. 6. Members appointed by the board under Sections D. 2. and D. 3. above will be reappointed by the board annually. \*The "Program Advisory Committee" or "PAC" is the commonly used name of the "Program Committee" referenced in KBOO Bylaws Article XIII, Section 4a.

Approved by the Board 5/14/84 As Amended 10/85 As amended by the Board of Directors  
1/23/07