

# Executive Committee Meeting Minutes

Join Zoom Meeting <https://zoom.us/j/96681702741>

Mar 3, 2021

**Call to order:** 4:00 PM

Attendees: Brian, Emma, KatMeow, Jenna, Celeste

## Agenda/Notes

### Management Review/Contract Adjustments-Renewal

Jenna Yokoyama check in about vacation time.

Celeste Carey check in about vacation time.

Is there anything that would entice current and future management to stay for the long term?  
Would someone in the future be interested in staying for a 5 year term?

What about current management? Are either willing to stay on longer in order to work on our 3-5 year strategic plan.

Brian, and Emma

Bring what the updates from celeste and jenna are as soon as possible to exe comm.

Are we lengthening contracts or starting the search for a new manager?

*How have management checked in with the chair about interest in renewal options?*

EXE Com would like to extend the current contract (apply for the grant that supports Celestes position) through next spring in order to have enough time to mitigate the changing Covid climate and new management job description as well as the 6mo+ manager search.

Concerns with management who began in OCT.2019

What are their current priorities?

How long will you need to feel like the job is ready to hand over.

-Management has reported a hesitation of writing a job over that is based around Covid-19 if the station does re open the job description will be vastly different.

Review of out SWOTS Strengths Weakness Opportunities Threats

Pay structure issues (defunct due to union bargaining agreement)

- Ongoing Operations Funding Issues?
- paying a living wage/"pay what people need"
- membership pays for payroll about 600k
- effective organizers typically do not get paid anything
- Rethinking how many positions there are and what volunteers do for KBOO

WE do not need to compete with corporate America but we do need to compete with other nonprofits especially for Finance and Development & management positions.

Reduce positions and raise salaries as a goal so we can have jobs that are more competitive.

## Strategic planning

Visioning What is it KBOO does best that no one else does?  
What are the goals of KBOO and what will drive those goals?

How are we creating content across platforms?

How are we staying relevant?

- podcasts
- youtube and streaming platforms
- how can we popularize the KBOO app and social media platforms?
- KBOO video collective

## Audit- Terry

Whistle blower policy look up may need to be added-personnel governance committee

Conflict of interest policy.

## Security Policies for accounts

Are we being as safe as we could be?

220k at Advantis-Reserves-Emma will call Advantis to find out.

450k at OnPoint currently

250k to be moved to Rivermark?-Emma will check with MacRea on that.

Could someone walk in with a face mask to remove funds?

*How can we make changes or request changes be made to address this issue?*

Is there a way to set up the account so that

Additional concerns

Response given by management to Zale regarding what old volunteer had signed, her return would be dependent on meeting with them and management and board.  
Volunteer is feeling hurt due to stonewall feelings from being barred from volunteering.

[Agreement Review](#) section 10 No Contact, Membership, or Program.

Agreement Does not specifically name volunteering but does address programing  
In order to address an old volunteer's concerns and management concerns to heal from broken trust Emma and KM to meet later next week to bust out some language for management about board recommendations for a volunteer request.

Check in with Marivin? By March 5th.  
-we are worried about how he is and can we connect about.

Brian checkin in with **Karla Cruz** about Finance Committee and connect about CPAing etc.  
Make the personal connection we need to share our talents and skills more fully.

New board members have been killing it! Alyssa, Steph Jessica and Brian

[https://www.indeed.com/hire/c/info/stages-of-group-development?aceid=&gclid=Cj0KCQIAhP2BBhDdARIsAJEzXIFTsTbveSSD16r1YwDuz\\_gVzVE\\_bLq\\_QRuLYA1511\\_iNTEJ8DfUeIaAjcLEALw\\_wcB](https://www.indeed.com/hire/c/info/stages-of-group-development?aceid=&gclid=Cj0KCQIAhP2BBhDdARIsAJEzXIFTsTbveSSD16r1YwDuz_gVzVE_bLq_QRuLYA1511_iNTEJ8DfUeIaAjcLEALw_wcB)

EXE COM Work Plan FY2021

Where are we going?

What are our goals to help KBOO this year?

Major upcoming dates to be mindful about?

Discussion: EXE Committee meetings and meetings to support Management

Other ideas are welcome.

**Adjourn:6:01**