

Program Advisory Committee Meeting Agenda March 14, 2022

Present: Azia Hawthorne, Gary Dickerson, Althea Billings, Josh Roberts, Tim Nakayama, Joyce Nance, Stanley Blackwell, Arthur Rizzotto,

Facilitator: Azia

Note taker: Arthur

Time Keeper:

Board Liaison: N/A

Excused:

Meeting Guidelines

1. **Take care of yourself.**
 2. Make space: create room for all to have a say
 3. *Claim space; share your perspective*
 4. *Say what you need to say without humiliating anyone. Use "I" statements; speak from your own experience.*
 5. *Don't make assumptions; ask for clarification*
 6. *Turn off your phone, or put it on vibrate if you're expecting an important call*
 7. *Mute your mic when you're not speaking*
 8. *Raise your hand to contribute and wait to be acknowledged by the facilitator*
 9. *Do not share another person's story without their permission*
 10. *Expect mistakes, but be accountable and stay committed to each relationship and to the work*
 11. *It is every group member's responsibility to uphold the meeting guidelines, and to stay focused on the topic/agenda. If the group strays from these principles, say "process check" outloud or in the chat to pause the discussion and get the meeting back on track. The process-check sign is not to be misused.*
- **Reminder of PACs purpose:**
 - *Offer advice, feedback, and ideas on programming*
 - *Assist Program Staff in shaping and meeting yearly goals for PAC*
 - *Assist Program Staff in ascertaining community needs in a proactive and mission-driven way on a regular basis*
 - *Assist Program Staff in evaluating broadcast and podcast programming quality on a regular basis*
 - *Make recommendations for CAB members**
 - *Manage work groups to assist in various areas needed*
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Introductions

Reshaping PAC/Recruitment

- Want to start recruiting PAC Members, but need to make meetings more focused to retain new members.
- Ideas to reform PAC meetings:
 - Need a separate note taker, facilitator, and time keeper.
 - It is a part of the PAC policy that members help out. We need more active participation not just with note taking, etc at meetings, but also taking on small tasks outside of meetings
 - Time keeper will set timers for how long each person speaks (outside of report backs of course). More time can be requested on a given comment if the majority approves.
 - Process Check needs to be used more often, but hopefully limiting the time we discuss certain items should help us stay out of the weeds.
 - We spend too much time on voting on minutes. Committees get to choose rules, there is no requirement to vote. We adopted this practice in an attempt to be more like GAP or BOD meetings but we can do our own thing. Current practice requires us to wait 3 months to post minutes, which is not helpful for the community.
 - Azia's suggestion: Give a 1-week period after each PAC meeting to request adjustments to the notes. If no objections come in within the week period, Azia will post the minutes
 - If there is an objection, it will be shared via Slack, we can give an extension of 1 week for people to respond to the objection, and so on.
 - Draft needs to be posted 24hrs per CPB? Zale knows the details

Last Meeting Minutes

- [Last Meeting Minutes](#)

Staff Reports

Althea - PM News

- Live broadcast is back! Since December, have been regularly broadcasting the newscast live from the studio on Wednesdays and Fridays. More folks are getting trained to come in and support.
 - Keeping pre-production from home a possibility
- Beginning of March held a hybrid 'Pitch Meeting' to invite contributors into the space, update on where we are and where we're going and get folks excited about coming back and producing more content.
 - Monthly meeting, retraining different roles
- Looking to open Mondays soon now that there is another board operator trained.
- Also hosted first live interview guest for News in Depth last month, will be working on getting the anchors comfortable with conducting those interviews live.

Ender - Public Affairs

- On 01/16, we celebrated Martin Luther King Jr.'s legacy with a live remote broadcast of the event organized in his honor at Highland Christian Center. "Keep Alive The Dream", sponsored by the World Arts Foundation. This has been a KBOO tradition for many years, interrupted by the pandemic, and resuming this year.
- On 02/20, we celebrated National Love Your Pet Day. It was a successful mini special for the day, where programmers, listeners, board members and staff (past and present), recorded short audios describing their feelings, thoughts and relationships with their animal buddies. It was a breath of fresh air and we received only positive feedback about it.
- A new show has joined our roster, ProgressivePDX, led by board member Sherry Morisch, scheduled to air its first episode this upcoming Wednesday March 22nd, 7pm, live in-station.
- Since January, I have scheduled three Public Affairs Orientations per month, as well as multiple Board Op Training sessions, facilitated by seasoned Board Op volunteer Ray Bodwell (February), and myself (March). This has had a clear positive effect in our engagement with our community. PA is short on Board Ops, so this is a priority.
- As per KBOO's mission of serving underserved communities, I went to the house of former Disability Awareness programmer Grace Growing Medicine Reed, who is 80 years old, with acute mobility problems -but still very lucid and wanting to create content for KBOO- and I lent her a basic recording device so she could familiarize and practice with, as the weather warms up. She is unable to go to the station, and I will be providing specialized assistance in order for her to fulfill her dream of having a new show at KBOO.
- On March 1st, I provided a thorough class on Audio Storytelling to students of Washington State University Vancouver, as part of our ongoing partnership with them. Soon we will have content from them that we will air as special, limited series programming.
- Currently, at least half of our Public Affairs programming is syndicated (Pacifica Affiliate Network). For the past few months, I have done much research on excellent and exceptional syndicated radio shows, which has brought new voices and thoughts to our airwaves, and it has also informed the department on the kind of high quality content that we could expect from future local programmers. The department has received mostly positive feedback.

Azia - Program Director

- Did a lot of awesome special programming for the WD and more coming in the next 2 weeks to wrap up the drive! kboo.fm/thrills
 - Black History & Future Series - Every Friday in February at 6pm

- Love Your Pet Day - Monday, February 20th
- International Women's Day / Women's History Month Specials
 - Wednesday, March 8th and throughout March
 - Very successful. Full 24 hours of women centered content.
 - Live and roundtable discussions
 - It was nice to see so many faces at the station again.
- Multilingual Music Marathon - this Thursday, March 16th
 - 12pm - 1:30am
 - Volunteer run
- World Poetry Day Specials - Tuesday, March 21st
 - A few specials throughout the day
- Bluegrass Marathon - March 25th
 - 9am - 5pm
 - 9-12 prerecorded with chip and Josh
 - 12-5 will be live from multnomah grange 71 in gresham.
 - Dave Elliot kindly donated for kboo to rent the venue, the event is open to the public. Very exciting fusion of on-air programming and outreach. Haven't done an on-air fundraiser/remote like this in Azia's time at kboo. Very exciting endeavor.
- Special programming has been hard to pull off without a Fundraising assistant and web coordinator. It limits our web promotion, social media, and eblasts.
- News and PA have brought back specialized board op training. Want to bring the general training back for April. Then will focus on training trainers for Intro to audio production.
- Music/Culture Programming Changes
 - Old Business
 - Playful Presence - Taj Baker, was approved
 - 2nd Mondays 11pm-12am
 - Started on 2/13/23
 - Reggae BobCast made official!
 - Alternating tuesdays 8-10pm
 - Joyce's show *JoyceChat Comedy Radio* has been approved.
 - 11:30pm - 12am on 1st Mondays
 - Starting on 4/3/23
 - Still looking for more comedy/radio theater/poetry shows to fill other weeks
 - New Business
 - Azia needs to review (PAC already did - but still time if you didn't get around to it):
 - Cultural Music
 - Spider Baby the Musical
 - Lemonade
 - Songs that shaped me

Work Group Reports

- Current Projects
 - Discipline Code - Have not been able to meet consistently to move this forward
 - i. Close to wrapping up
 - ii. Meets 2nd tuesday of the month

Public Comments

- N/A

Board Report:

- N/A

Discussion

- Diversify and recruit
 - Ideas:
 - Posting in specific FB groups
 - Coordinate with nate who to allow in FB group, check if in our database
 - Recruit PAC and CAB members
 - POC Caucus is restarting
- New Meeting time? TBD

Adjourned:

Next Official PAC Meeting: June 13, 2023
