

Minutes not yet approved until January 2017

November 28, 2016 KBOO Board Meeting Minutes-

Facilitator: Kipp

Note Taker: Sekoynia

1. Welcome KBOO members and visitors: Sue, Jenka, Robin Ryan, Melanie, Carol
2. Read House Rules and Meeting Guidelines: NEW COMBINED VERSION! DONE!
3. Introductions
 - a. Board member present: Sekoynia, John, Shaheed, Mel, Kipp, Patrick, Matthew, Rose, KatMeow, Delphine,
 - b. Board members absent: Adam C.
4. Opening Public Comments:
 - Carol here to apply for the Station Manager job and explained that three years ago she applied and did not get an opportunity to apply. Shared resume.
 - Melanie: legal shield, legal and identity theft program and protection.
 - Jenka S: Given public comments about the suspension of KBOO volunteer Robin Ryan; is asking for a better protection for non-paid volunteer staff and for all sides are heard before suspending volunteers.
 - Sue B.: Given public comment for concerns about out KBOO volunteer suspension was handled and all sides are heard before suspending volunteers; has worked with volunteer Robin and understand the importance of her role a a KBOO volunteer reporter; has a concern that there were folks who were not
 - Kristen Y: Given a public for Robin Ryan and also has a letter that was written to the board and is willing to send via email for reading.
 - Robin Ryan: Given a public comment....wanted to share that she feels that her suspension was a retaliation for expressing concerns for the direction of the pm news back in June/July 2016
5. Minutes Approval – October 2016....minutes approved
6. Discussion and approval of agenda....approved

7. Station Manager's Report – **(Monica was not available, Del...board President...will provide report)**: Del, Melissa, and Matthew (part of the station manager support team) met with Monica. KBOO received CPB money in November; part of the money will help to pay back the money owed to the cash reserves.

9. KBOO staff person discussing what their job really entails: **Jenka...Web/Media Coordinator (provided a job description and analytics for Board to review)**: oversees: KBOO.fm, live streaming, researches media influences, manages KBOO's social media, training volunteers and staff, works with Development director, training volunteers on how to edit and upload content on website. Also develops code for the website. Is working toward making the KBOO.fm website be a center for breaking news. Would also like to see KBOO work toward citizen journalism via KBOO.fm for 'news-tips' and creating a 'anonymous' news drop as well.

10. Board Liaison Committee Reports (30 min)

a. Finance Committee: (Melissa)..October 2,765.92 over budget; more money came in than expected. Under budget for expenses. Finance committee still working on getting better connection with Bank of Cascades. Operating account is below and needs to be replenished; with the 3-day December winter fund drive and another winter drive in February may help with getting the operating account back to positive balance.

b. Governance Committee:

c. Nominating Committee:...did not meet. Del will make a call-out to Cat-Meow (committee liaison) about next year nominating meetings.

d. Program Committee:did not meet

e. Personnel Committee: ...(Mel) did meet to discuss background checks. Will need to wait for report back from Monica after she has met with KBOO staff.

Personnel committee will work to review and revise (if needed) on the 'conflict resolution'

f. Development Committee:KBOO did not receive the NEA grant, would like to know why KBOO was not a grantee. Monica will need

g. Executive Committee: did meet....met to discuss the direction of KBOO volunteer Robin Ryan and the results of that meeting will be discussed in closed session

h. Events Squad:there is a 'Big Events' survey in conjunction with the KBOO 50th Anniversary on the KBOO.fm website to ask KBOO members and volunteers their ideas around events.

i. Engineering committee: (Patrick)...engineering committee met and mostly spoke about the HVAC system.

j. Strategic Planning Support Work Group: ...did not meet.

k. Community Advisory Board: needed to be re-established due to the wait for the CPB funds; met the first time in November to discuss the strategic planning. Next February 2017.

11. Agenda items

- Review board committee liaison:

Committee liaison: (all board members must sit on a KBOO committee)

- Events squad: Kipp or Tsixx liaison co-liaison
- Finance: Mel/Matthew liaison
- Personnel: Mel/John/Rose
- Governance: Matthew liaison (Only members of the board can participate)
- Nominating: Katmeow/Del liaison (Only members of the board can participate)
- Programming: Tsixx and Delphine co-liaison
- Executive committee: Delphine (President), Melissa (Treasurer), Matthew (Board member at large)
- Development :
- Engineering: Patrick liaison
- Strategic Planning Support Work Group: Sekoynia/John
- CAB: Kipp/Shahed/Katmeow liaison

Other Committee Members:

- Development: Katmeow
 - Nominating: Delphine, Tsixx
 - Finance: Matthew
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- **Hiring Station Manager update: info needs to be clarified and solidified.**
 - Review of October Board Retreat: Kipp request to have a board retreat for the next board appointees to help them understand what it means to be a KBOO board member. Del will write something up to keep the process of board member retreats moving forward. Del passed out the information shared at the KBOO board member retreat from **October 29th**
 - December Board meeting: whatever the board decides to do...there needs to be a two week notice to KBOO members that the Board meeting in December. The board will call for a special KBOO Board of directors meeting for personnel development in January.

12. Closing Public Comments: none

13. Closed session DISCUSSING PERSONNEL ISSUES.

Meeting Adjourned: **9:45**