

Minutes  
Redwood Community Radio Board of Directors  
4 PM- 23 July, 2013  
Healy Senior Center, 456 Briceland Road, Redway

**I. Call to Order:** Meeting Ground Rules and Opening Comments from President

**II. Roll Call:** Suzanne Beers, President, Board-elected; Siena Klein, Vice President, Member's Rep; Noel Soucy, Secretary, Programmers' Rep; Nella White, Members' Rep; Jordan Jumpshot, Programmers' Rep; Antonia Lamb, board-elected; Marcy Stein, Programmers' Rep; ex officio member: Jeanette Todd, Station Manager.

**Absent:** Julia Minton, Treasurer, Members' Rep.

**III. Approval of Minutes:** May and June. Not approved yet.

**IV. Approval of Agenda:** Agenda was approved.

**V. Open Time:** Speakers will be assigned an amount of time not to exceed 5 minutes

**Jama-** Thanks Suzanne for your service to the Board. Jama wanted to acknowledge the time Suz put in to this organization. Jama would like to see us start paying the Senior Center for Board Meeting space. Also it would be good if we could help out the Senior center and volunteer for the yard sale. It is important for the Board not to micromanage staff, however the Bylaws require the Board to ensure equal access to the airwaves and quality programming.

**VI. Management Report (See written report in Public File)**

Some items in the Compliance Calendar are finished, and we got an extension on our CPB audit. Jeanette is wondering what people think about closing the office on Fridays to allow Staff that work on Friday to stay focused.

**VII. Discussion/Questions for Management**

**Jama-** Wants to hear about who is organizing for the ROTR Coffee Booth. She would like to see this work not predominately done by Jeanette.

**Jeanette-** The idea is for the volunteer coordinator to organize volunteers and not work at the festival. Our Coffee Booth coordinator has proposed to take a certain percentage of the profits for running the booth, and Jeanette is working out the details. The "Fundraising Stipends" policy could use clarification.

**Suz-** Is the License Renewal Application ready for August 1<sup>st</sup>?

**Jeanette-** The application is not ready. Jeanette doesn't have any law experience, and made some calls to find out if we could contract with someone for this. She got a quote for around \$8,000, but that is too expensive.

**VIII. Finance Committee Report**

The Treasurer is absent. Barb Truitt reported that she has been working with the Finance Committee, and will be funded by Humboldt Area Foundation through the remaining Technical Assistance Program funds. She has spoken with Jeanette and Julia about revamping the Chart of Accounts to more closely align with CPB requirements, asap, so that future budgeting and long-awaited Cash Flow Projection can be done with that new Chart. She'll have a report for the Board at the August meeting.

Barb recommends that one person at KMUD looks at every element with frequent regularity. Jeanette has too much on her plate to do this, and it's not clear who can.

Jama said that at the Finance Com. meeting, when time was up they hadn't achieved a new budget draft to propose to the Board.

Jeanette reported that she and Dian worked on the line items that had been identified at the Finance meeting -- Office Supplies, Studio Supplies, and News Dept. 50% of the items in the Office Supplies line had been mis-categorized, which led to the over-budget amount. Same with Studio Supplies, to a lesser extent. Because we haven't hired a second news anchor, the pay for that person has been coming out of News Stringers, so that line is over-budget.

**IX. Unfinished Business**

- A. Technology Proposal- Tabled unanimously.
- B. Compliance Calendar Revision- Tabled unanimously.
- C. Appointments to the CAB- Rick asked us to table that. Suz moved to table this item until next month. Antonia seconds. Two abstained, motion passes to table.

**X. New Business**

- A. Appointments to the Grievance Panel- Marcy moves that we appoint Carol Van Sant and Sandy Tilles. Siena seconds. Board approves the appointments unanimously.
- B. Policy Revision “Fair Access to the Airwaves”- replacing the Fairness Doctrine. An initial discussion occurred, and language will be proposed later.
- C. Policy Revision- Disciplinary Policy- Jordan moves to approve this policy revision, the draft dated July 19. Siena seconds. Unanimous. This will receive its second consideration next month.
- D. Budget Approval- Suz would like to charge the Finance Committee to have a special meeting to create a budget that we can approve before the next meeting. Antonia moves that we table budget approval until next month. Marcy seconds. Unanimous.
- E. Call for nominations for Board-elect seats. None at this time; nominations are due by August 21.
- F. Close office to public one day a week- Nella moves that we provisionally close the office for one day a week, and that we re-evaluate in three months, except in case of an emergency. We leave the decision up to Jeanette to decide which day to close the office. Marcy seconds. Unanimous.

**XI. Reports**

- A. Programmers’ Reps- The Block Party was really great. There was a Programmer and Volunteer Party before that. Both events went really well. There were programmers there that we haven’t seen. Just offer free beer, and they will come.
- B. Members’ Reps- The Ballots have been mailed out, and will be counted on August 20<sup>th</sup>.
- C. Community Advisory Boards (CAB’s)- No report this month. Jeanette thinks the CABs need direction. We need to ask them for things. We should show them the CAG report from KHSU. Jordan offers to edit the KHSU CAG report for our CAB’s use.
- D. Correspondence Secretaries- Thankyous- Rich Franciscovich for weed whacking which reduced fire danger, and helping to save KMUD from a brush fire yesterday, Marty Messenger of County Roads for dropping off and picking up signs to close the road for the Block Party, Darren Tomasini at Dazeys, Northern Nights for giving us a booth space, The Mateel for loaning shade tents. During the break Suzanne received a gift and a thank you card, since she will miss the August meeting, when her term ends.
- E. Staff meeting report, and appoint next Board member(s) to attend

**XII. Other Committee Reports**

- A. Development, including Pledge Drive Subcommittee – The Pledge Drive Committee is moving along with planning the upcoming August Pledge Drive.
- B. Mediation
- C. Policy- See Written Report in Public File. We need another Board Member on the Policy Committee.

- D. Website – See Written Report in Public File.
- E. Elections- Ballots should be mailed on 5<sup>th</sup> business day in July. At Executive Committee we acknowledged that the ballots were going to be sent out at a later date. The Ballots were mailed out today, July 23<sup>rd</sup>. Members will still have the same amount of time to vote, and the Ballots will be counted on August 20<sup>th</sup>.
- F. Transition

**XIII. Scheduling -- proposed meeting times are:**

- A. Board of Directors: 27 August, 4 pm, Healy Senior Center
- B. Executive Committee: 12 August, 3 pm, Studio B
- C. Finance Committee: 20 August, 3 pm, KMUD
- D. Development Committee: 5 August, 3 pm, KMUD
- E. Policy Committee: 12 August, 11 am, KMUD
- F. Website Committee: 13 August, 10 am, KMUD
- G. Board/Staff Strategic Meeting: August TBA

**XIV. Closed Session-** Personnel items

Minutes respectfully submitted by Noel Soucy, RCR Vice Pres, on 12 December 2013.