

Vision Statement: Redwood Community Radio envisions a community of listeners who, guided by the example of RCR programming, work together to create better, more just and sustainable world systems to ensure that all humans and other living species on earth move toward a higher quality of life and are able to survive challenges in the time ahead.

Mission: Redwood Community Radio will encourage a communication center of open airways (KMUD) for all voices to inform, educate, entertain and inspire the listening community through quality programming.

Proposed Agenda
Redwood Community Radio Board of Directors
September 5, 2017, 4:00 pm
Healy Senior Center, Redway CA

I. **Call to order** Opening comments from the President; meeting ground rules.

II. **Roll call**

BOARD-APPOINTED: Treasurer Sarah Scudder, Mark Marchese,
Christine Doyka,

MEMBER REPS: Maria Savage, Secretary Rob Bier, Sarah Starck

PROGRAMMER REPS: President Jimmy Durchslag, Vice President Zack
"Doopi" Gonzales, Eden Goldberg

STATION MANAGER: Cynthia Click

III. **Approval of August minutes**

IV. **Approval of agenda**

V. **Open time** (Speakers will be assigned an amount of time not to exceed five minutes.)

VI. **Consent Calendar**

A. Delete contradictory sentence from Section 1.2, Family Membership.

B. Modify Section 2.5.4.1, Mediation Committee Guidelines and Responsibilities to remove of two prohibited classes from definition of community member for purposes of seat on the Committee.

C. Modify Section 5.4.6, Termination of Employment to eliminate sentence absolving Station Manager or Board from being required to follow RCR guidelines for termination.

D. Change By-Laws to remove date-specific language from election requirements in Article V. (Please see attachment.)

VII. Management report

VIII. Finance committee report

IX. Old business

- A. Change Policy Manual Section 5.5.2, Vacation to eliminate annual payouts for unused vacation time and to set standards for accrual. (Please see attachment.)
- B. Possible change in Bylaws, Article III regarding notification of Members in case of special meetings. (Please see attachment.)

X. New business

- A. Change “airways” to “airwaves” in Mission Statement.
- B. Appoint Management Evaluation Committee.

XI. Committee reports

- A. Programmer representatives
- B. Member representatives
- C. Community Advisory Board (CAB)
- D. Correspondence Secretary – Doyka
- E. Development – Savage
- F. Pledge Drive – Durchslag
- G. Policy – Bier
- H. Mediation – Doyka
- I. Emergency Preparedness – Click
- J. Input – Marchese

XII. Committee meeting schedule

Unless otherwise noted, all meeting take place at KMUD, 1144 Redway Drive, Redway CA. Persons planning on attending a meeting should confirm beforehand that no changes from this schedule have taken place.

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| A. | Board of Directors | 2 nd Tuesday, 4:00 pm, Healy Senior Center |
| B. | Development | 4 th Tuesday, 3:00 pm |
| C. | Executive | 3 rd Tuesday, 12:00 pm, Calico's upstairs |
| D. | Policy | 3 rd Wednesday, 11:00 am, Calico's upstairs |
| E. | Finance | 4 th Tuesday, 1:00 pm |
| F. | Pledge Drive | 3 rd Tuesday, 1:00 pm |
| G. | Board talk show | Wednesday, Oct. 11, 7:00 pm |
| H. | Board & staff meeting | Sept.10-11, Trinidad |

ATTACHMENT TO AGENDA ITEM VI.D CONSENT CALENDAR

Deleted language is lined-out. New language is underlined.

BYLAWS OF REDWOOD COMMUNITY RADIO

Article V. Nominations for Election to the Board of Directors

Section 1. Board candidates shall be nominated by Members from their respective constituencies. Any Member may nominate him- or herself for election.

Section 2. The nomination period for the Programmers' candidates shall be from ~~May 1~~ the first day of the month before the Annual Meeting until the close of the last business day (Monday through Friday) in May ~~third week of the month following the Annual Meeting~~. Ballots shall be mailed to all eligible Programmers by the close of the fifth business day in ~~June~~ the month following the end of nominations. Marked ballots must be returned postmarked or by hand by ~~June 30~~ the end of that month. Ballots shall be counted by the close of the tenth business day in ~~July~~ the month following the close of voting.

Section 3. The nomination period for the Members' seat shall be from ~~June 1 until the annual membership meeting in June~~ the first day of the month in which the Annual Meeting is held until the end of the third week of the following month. Ballots shall be mailed to all eligible Members by the close of the fifth business day in ~~July~~ the month following the close of nominations. Marked ballots must be returned postmarked or by hand by July 31 ~~the end of that month~~. Ballots shall be counted by the end of the tenth business day in ~~August~~ the month following the close of voting.

Section 4. Ballots for elected Board positions shall be returned by mail to a neutral independent referee to be designated by the Board. The Referee and an Elections Committee to be appointed by the Board shall supervise the counting of the ballots and certify the tally as correct.

Section 5. New Directors shall be seated at the beginning of the regular ~~August~~ meeting in the month following the close of elections. All expiring Board terms shall be considered to end ~~at the start of the August~~ after new Members are seated at that Board meeting.

Section 6. The Board shall appoint an Elections Committee, made up of three Directors, who will oversee the election process and will certify the elections at the conclusion of the ballot counting.

ATTACHMENT TO AGENDA ITEM IX.A POLICY CHANGE

Deleted language is lined-out. New language is underlined.

5.5.2 VACATION

Vacation time accrues for full time employees (minimum 24 hours per week) from the first day of employment and can be used after the completion of 30 days of employment. Vacation time must be accrued before it can be used. The accrual factor is based upon a 40-hour work week. This would be: five ~~eight~~ days for the first year, 10 days the second year, 15 days after five years and 20 days per year thereafter. Employees who work less than 40 hours will accrue vacation at the appropriate percentage of this rate. ~~There will be a limit of one year of unused vacation time~~

~~earnings for the year that the vacation day is based upon. Unused vacation days will be paid out each December. Vacation accrual will not be carried over, so that every year begins with a clean slate. Unused vacation days may be carried over to subsequent years, with the proviso that no more days than 1.75 times the employee's current annual accrual rate may be accrued.~~ Vacation days may only be converted to a cash payout upon separation. RCR strongly encourages each paid employee to use vacation time each year. The intent is 1) that each employee actually gets an annual rest, and 2) that prolonged absences not negatively impact RCR. Exempt employees will accrue vacation hours based on actual hours worked.

[This policy change will take effect on January 1, 2018.]

ATTACHMENT TO AGENDA ITEM IX.B BYLAWS CHANGE

REDWOOD COMMUNITY RADIO BYLAWS

Article 3.Meetings

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Section 4. Special meetings of the Board may be called by the President or three of the Directors. Special meetings of the Board shall be held upon four days' notice by first-class mail or 48 hours' notice delivered personally, by email or by telephone. Telephone shall be the first method used to attempt to contact Directors. The articles or bylaws may not dispense with notice of a special meeting.