

MINUTES

Redwood Community Radio - Board of Directors
July 1, 2014 – 4 pm
Healy Senior Center, Redway, CA

- I. **Call to order:** Meeting ground rules; opening comments from the President
- II. **Roll call:** MEMBERS' REPS - **President** Siena Klein, Julia Minton (arrived 6:54). PROGRAMMERS' REPS - **Vice President** Noel Soucy, Marcy Stein, **Secretary** Jack Frybulous. BOARD-APPOINTED - Christine Doyka, Mark Marchese. Station Manager Jeanette Todd (ex-officio).

Visitor: Scott Kender

- III. Approval of May and June minutes.** Jack moved for approval; Noel seconded. Passed unanimously.
- IV. Approval of agenda** Noel moved we modify the agenda like this: a) withdraw items A and D from Unfinished Business (appoint new Board member; changing bylaws to make dates more flexible); b) add two New Business items: Preparing new Board and CAB members; Treasurer's Job Description; c) change item C (policy for use of reserves) to *second* consideration [note: it was later realized that this item had not received first approval, so this agenda item remains as it was posted]; and d) add Closed Session – Personnel, to follow New Business.
- V. Open time** - Speakers will be assigned an amount of time not to exceed five minutes.
- VI. Management report** JT asked CD about Kate Wolf fund-raising, who said that the booth had been in a really poor spot. Northern Nights: Noel says we might do a live-stream, organizers still working on getting internet (there was none last year). Live broadcast of the 30th annual ROTR, and Coffee Booth. Coffee Coordinator here in July to start brewing coffee. Dian said do not spend more money, but we ran out of coffee at ROTR last year, and at SAMF: and so need to spend money to make money. Membership ballot mailing tomorrow; working with Justin Crellin for Halloween Boogie. August Fire pledge drive coming along, with coordinators selected: Liz Davidson, Cynthia Click and Kerry Reynolds; Kerry Morgan to coordinate volunteers for food and phones. Jimmy Durschlag will help get ready but will be on vacation during drive. Locks changed, with more doors having automatically locking doors. Newsroom got new double-paned windows. 40 people are in the on-air training pipeline. Jeanie Goodfield and Ken Jorgenson resigned this week; Cousin Marc has given up his show. Mark Bettis (*Sounds of the Sewer* alternate Friday nights) passed away. MM will talk to the tree guy for more info. Programmer meeting between now and Fall. Finance: concern with starting the year at minus \$18K; current net income is negative \$37,860. "Not super-concerned. Dian not concerned at all, but says to nip spending." To be discussed in more detail at next Finance Com. meeting. Diversity Training Sep. 10 at Vets' Hall.
- VII. Personnel**
Jack moved we consider a 2nd time deleting Comp time, policy 4.5.7.8, Noel seconded. Unanimously approved. This policy takes effect.
- VIII. Consent calendar** (none)
- IX. Treasurer's report** – Dian and JT making a draft Budget this week and next. Finance Com meeting 3rd Tuesday. Stacy will finish draft audit perhaps tomorrow. CPB extension approved. Once Board approves the draft *audit*, the AFR will be submitted, and then upload the final audit into the CPB-ISIS system. Board members are asked to look for and vote on straw poll regarding the draft *audit*.
- X. Unfinished business**
A. Establish Networking Com. – purpose: identify and recruit new Board and CAB members. Go to meetings: Chambers of Commerce, Kiwanis, etc. Plan

regular mixers; learn dates of upcoming receptions / meetings. Jack volunteers to act as first president. Siena, Christine and Jeanette also join. Jeanette asked if it would be a Board committee, and would there be a need for a chair and **ACTION** – creation of a job description? Suggestion: regularly scheduled Board mixers.

- B. Policy for use of reserve – 1st consideration. Noel moved to approve, Doyka seconded; unanimously approved.
- C. Correspondence with CABs. (Networking Com. will handle recruitment for CABs.) Noel moved the Board recommend to the Policy Com. **ACTION** – that it incorporate language about Correspondence Secretary duties (2.1.5) communicating with CAB. Mark seconded. Unanimously approved.
- D. Personnel policy changes incl. vacation accrual. Went back to Policy Com for review. Jack moved we table, Marcy seconded. Unanimously approved.
- E. Proposed policy re COLA. (JT gave background info; 2% annual suggested; JT is taking it back to the drawing-board for further review). Jack moved we table, Noel seconded. Passed unanimously.

XI. New business

- A. Fairness Doctrine. **ACTION** – Jack suggests Noel and Marcy work with him on this next week. When asked what section JT would like attention on, she said: “Grievances (complaints, etc.) shall be submitted in writing.”
- B. Prep new board and CAB members: how to facilitate their learning more quickly what’s going on. Binders. What jobs are learning experiences. Making sure Public file is up to date. Assign one for six months? Reading list. Need for Parliamentarian (in the past, the Policy Com chair).

JT: Networking Com could re-evaluate the Orientation structure. New Board members don’t know what they don’t know. Doyka think about what she doesn’t know. Dinner: social and structure aspects. Marcy suggests re-visiting and strengthening the Board binder. **ACTION** – Networking Com is directed to follow up on strengths and weaknesses of Orienting new Board members.

- C. Treasurer’s job description (see handout: Article VII, section 4 of Board binder). Policy Manual, 2.4.10. Jack moved we table further discussion of Treasurer’s job, Noel seconded. Passed unanimously.

XII. Closed Session – Personnel

The Board directs the Policy Com. to address the issue of children at the station.

The Board directs the Policy Com. to look at limiting involvement of community members in committees.

XIII. Reports

- A. Programmers' Reps. – Noel submitted notes from the June 17 Programmers' meeting. **ACTIONS** – How to get the *Mud Flap* up and running again? Create one Programmers' Reps box.
- B. Members' Reps.
- C. Community Advisory Boards
- D. Correspondence Secretary
- E. Development Com.
 - i. Pledge Drive subcom.
- F. Policy Com. – see Packet.
- G. Mediation Com. meeting TBA. Maria Savage joining. Search for 2nd person; Christine has also expressed interest.
- H. Website Com. – no report. Restructuring under consideration.
- I. Emergency Preparedness Com. – inactive.
- J. Management Evaluation Com. – Dan Murphy was asked to submit a report. At their last meeting, JT gave input on improving the evaluation process.
- K. Transition Com. – JT will soon schedule a meeting.
- L. Elections Com. – Mailing set for 10 am tomorrow.

XIV. Schedule - monthly meeting times of Committees

Unless otherwise noted, all meetings take place at KMUD, 1144 Redway Dr., Redway, CA.
If you plan on attending a meeting, it would be wise to confirm no changes have taken place.

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| A. | Development | 1 st Mon., 3 pm |
| B. | Board of Directors | 1 st Tues., 4 pm; Healy Senior Center |
| C. | Executive | 2 nd Mon., 10 am |
| D. | Policy | 2 nd Mon., 3 pm |
| E. | Board talk show | 2 nd Wed. July – Jeanette to host |
| F. | Finance | 3 rd Tues., 3 pm – Budget Review |
| G. | Website | may be canceled |
| H. | Board / Staff meeting | 3 rd Tues. (Jun., Sep., Dec., Mar.) |

This meeting began at 4:07 and adjourned at 7:10.
Submitted by the Secretary 16 Sep., 2014.