

**Minutes**  
**Redwood Community Radio**  
**Board of Directors Meeting**  
**February 24<sup>th</sup>, 2009 @ 5:00 pm**  
**Garberville Civic Club**

- I. Call to Order: Meeting Ground Rules and Opening Comments.** Aleida calls the meeting to order at approximately 5:12 pm.
- II. Roll Call: Board Members:** Katie McGuire, President/Parliamentarian, Absent; Bettye Etter, Vice President/Correspondence Secretary, Absent; Bud Rogers, Secretary, Programmer Rep; Aleida Rios, Treasurer; Felix Omai, Member Rep; Johanna Hamel, Programmer Rep; Bria Stone, Member Rep; Larry Lashley, Programmer Rep; Susan Brooks, Member Rep, Resigned from Board; **ex officio member:** Brenda Starr, General Manager.
- III. Approval of Minutes of January Board Meeting.** Changes needed are to show that Bria and Susan were absent and that Bruce's " sisters donated" instead of " each donated". Johanna moves to accept the minutes with the changes. Bria seconds. The motion passes unanimously.
- IV. Approval of Agenda.** Brenda adds to New Business, "e. staff benefits". Felix makes a motion to accept the Agenda. Johanna seconds. The motion is carried unanimously.
- V. Open Time.** (This item was dealt with at this point but was officially added to the Agenda under New Business, item D.) Brian and Duff present a budget for a concert which would benefit KMUD and Mateel Community Center. After much discussion Bria motions to approve the budget with the stipulation that expense and profit be split 50/50, including the bar and the food. Johanna Seconds. The motion passes unanimously.
- VI. Management Report.** (See Report). In addition, Brenda mentions that Simon is looking at a "tech soup site" on the internet and see if he can download a free software such as Word which the Secretary and other Board members can use to upgrade their computers to facilitate the transfer and opening of documents through e-mails and in sending documents in a jpeg format that is web-ready. Brenda talks about an Administrative Assistant job announcement. Johanna questions hiring this position. There is a discussion as to whether the Board has to approve new positions. Bud, the Secretary reads the appropriate policy concerning hiring responsibilities and that these are the General Manager's area. It is not clear, however, where the Board comes in in terms of creating a new position. Johanna requests a review by the Policy Committee to see if the Policy Manual includes a policy which establishes whether a Board's responsibilities include creating a new position or whether this is inherent in the General Manager's bailiwick.

The KMUD talk show is discussed. It is decided to not do a show in March but to wait until after the Strategic Planning Meeting and the Spring fundraiser when there will be plenty to talk about. The Strategic Planning Meeting is on the 14<sup>th</sup> of March at the Garberville Civic Club, all day.

The firewall, a project carried forward by Harold Day, has been inspected and approved by the County.
- VII. Consent Calendar.** Nothing.
- VIII. Reports.**
  - A. Treasurer's Report.** (See Report).
  - B. Technical Report.** (No Report).
  - C. Program Director's Report.** (No Report). At this point Brenda asks the Board to direct her to direct Staff to turn in a report each month. Felix makes a motion the we direct the General Manager to direct the Staff to produce a report each month for the Board meeting. Bud seconds the motion. It passes unanimously.
  - D. Programming Representatives.** Johanna makes a report that trash is again being picked

up along the highway in exchange for KMUD to be on a sign and that 91.1 is being added to it. March 10<sup>th</sup> is the next date for the clean-up.

**E. Member Representatives.** (No Report).

**F. CAB North, Central, South.** (No Report).

**G. Correspondence Secretary.** (No Report).

#### **IX. Committee Reports.**

**A. Mediation Committee.** (No report).

**B. Development Committee.** Brenda reports that the 31<sup>st</sup> of October has been retained by KMUD.

**C. Building Committee.** The firewall has been inspected. Thanks again to Harold Day for getting a good job done.

**D. Policy Committee.** Jama reports that the Committee met in February and identified issues to be worked on, including Board Communication Procedure; what a “Board packet” is comprised of such as, is a copy of unapproved minutes to be included in the Board packet and who these can go to; whether programmers are members or not; rules for closed session; and whether the Board has to approve the creation of new Staff positions.

**E. General Manager Evaluation Committee.** Johanna reports progress on developing procedures for the process of evaluating the General Manager.

**F. Disaster Preparedness Committee.** Larry reports that no meeting took place of this Committee but that a search for a trailer for mobile broadcasts is still underway.

**G. Web Site Committee.** Bob Froelich is Chair of this Committee. They had a meeting and things are moving along.

**H. Election Committee.** Felix resigns from the Committee. Johanna volunteers for the Committee.

#### **X. Unfinished Business.**

**A. Mediation Documents.** Johanna suggests that this item be tabled until next month so that Katie and Bettye can be included in this important discussion. The item is tabled with no disagreement.

**B. Web Reporting of Minutes.** Minutes will be posted on our website for one year starting in January. Reports will not be included with the web-posted minutes.

**C. Receiving more information on Shelter Cove full-power signal.** In lieu of Simon answering our inquiries into this issue it was suggested that we read the current North Coast Journal and the letter from Patrick Clary (enclosed).

#### **XI. New Business.**

**A. Vacant Rep Seat.** Susan Brooks has resigned. Johanna makes a motion to postpone the election of a new Board member to fill Susan Brooks' vacancy until the next election cycle. Felix seconds. The motion passes unanimously.

**B. Appoint a new Elections Committee.** Johanna volunteers to be on the Election Committee. Felix makes a motion to appoint Johanna to the Election Committee. Bria seconds. The motion passes unanimously.

**C. Add new line item to Budget.** Brenda distributes the budget with a new line item (budget adjustment) and gives a detailed explanation to the BOD of what the adjustment is. There is no action required. There is no money added or subtracted from the budget—it is an adjustment only.

**D. Duff's and Brian's proposal.** (See Open Time).

**E. Staff Benefits.** Brenda hands out a paper outlining several plans which deal with health care coverage for KMUD staff. For anyone working over 20 hours Brenda presents financial information based on nine employees—three plans that she believes are services that would be used and she believes the coverage has good bang-for-the-buck. This health care coverage has

not been budgeted for 2009.

**XII. Meeting Schedules.**

- A. ExCom. March 10<sup>th</sup> @ 3:00 pm, Mateel Cafe.**
- B. Finance Committee. March 10<sup>th</sup> (after ExCom meeting).**
- C. Development Committee.**
- D. Policy Committee. March 3rd, Katie's house.**
- E. Board of Directors, March 24<sup>th</sup> @ 5:00 pm, Healey Senior Center.**

Finalized Minutes submitted by Bud Rogers, Secretary, approved on March 24<sup>th</sup>, 2009.