

MINUTES
REDWOOD COMMUNITY RADIO
BOARD OF DIRECTORS MEETING
November 23rd 2004, 5:30pm
Healy Senior Center, Redway

I. CALL TO ORDER & OPENING COMMENTS

President *Pro Tem* Marc Patterson called the meeting to order at 6:05pm.

II. ROLL CALL

Board Members Present: Marc Patterson, President *Pro Tempore*; Berk Snow, Treasurer; Bruce Brady; Andrew Christian; Harold Day; Felix Omai; Traci Thiele.

Board Members Absent: David Bergin, Secretary.

Ex Officio Members Present: Michael Jacinto, Jackie Sullivan.

Ex Officio Members Absent: Dave Myers.

Public: Jama Chaplin, Margaret Lewis, Mark Drake, and Siena Klein.

III. APPROVAL OF MINUTES OF October 26, 2004

Changes were suggested and approval tabled for the next meeting.

IV. ADOPTION OF AGENDA

The agenda was amended to include a Business Manager's report; a discussion of the line of credit under the Financial Committee report; and a closed session to discuss personnel matters and the appointment of a vacancy on the Board. Berk moved to adopt, Bruce seconded; approval was unanimous.

Marc called for nominations to the vacant Members' seat. Geraldine Goldberg introduced herself and answered questions from board members.

V. CLOSED SESSION

The Board withdrew into closed session. Upon returning to open session, Marc announced the Board's appointment of Geraldine to the vacant Members' seat, which expires in August 05, effective immediately. Marc then announced the Board's approval of the probationary hiring of Jackie Sullivan as Business Manager.

VI. MANAGEMENT REPORTS

A. Operations/Development Manager

Dave submitted a written report.

B. Program Manager

Michael submitted a written report.

C. Business Manager

Jackie Sullivan introduced herself to the Board, and reported on her ongoing orientation and training, her pledge drive participation, database issues, and a grant prospect for Internet broadcast support.

VII. OPEN TIME

Jama expressed her hopes that the Board would appoint a permanent President quickly, and that the person chosen be one who would insure that all "action items" be noticed on the agenda and distributed a week in advance.

VIII. COMMITTEE REPORTS

A. Finance Committee

Berk reported verbally on progress with the 2005 budget, October financials, incoming grant funds, fund drive results and underwriting support efforts. The Board discussed the station's credit status, and directed Jackie to research the credit options of local banks and to report her findings to the Board at the next meeting.

Berk moved for approval from the Board for a letter to Umpqua Bank with the following language:

The Redwood Community Radio (RCR) Board of Directors, on this 23rd day of November, 2004, hereby votes unanimously to allow Redwood Community Radio Director, Treasurer, Berk Snow, and President Pro Tempore Marc Patterson, to have access to any and all banking and financial information that he deems necessary for the financial oversight and reporting to the other RCR Board members. This authorization pertains to information and communications only, and does not bestow any authority to withdraw, assign, transfer, or receive funds. The assumption of any loans must be agreed upon by the Board of Directors. A copy of all financial statements is to be mailed to the home address of the Treasurer of the Redwood Community Radio Board of Directors at the following address:

Redwood Community Radio Inc.
Star Rt 2, Box 235
Laytonville, CA 95454

This agreement remains in effect until the Redwood Community Radio Board of Directors votes to change it, and a notation is included in the Board Minutes. Berk Snow, Treasurer, RCR, 11-23-2004.

Approved unanimously.

B. Development Committee

Michael gave an oral report and **asked for Board approval** for taking on responsibility for the kitchen and bar at the John Trudell/ Quinto Sol concert February 4th. **Felix moved**, Bruce seconded, **to approve our participation**. Opposed: Traci. For: Marc, Harold, Andrew, Berk, and Geraldine. Motion **passed**.

C. Personnel Committee

No report.

D. Hiring Committee

Traci reported verbally on the hiring of the Business Manager. The committee was then disbanded.

E. Policy Committee

Andrew reported verbally and submitted a draft Table of Contents for the KMUD Policy Manual and encouraged comments from board members.

VIII. OTHER REPORTS

A. Community Advisory Committee (CAC) North

Andrew reported on the success of CACN tabling during the pledge drive and asked Traci to send a letter of thanks to Eric Johnson for his excellent tabling efforts.

B. CAC Central

No report

C. CAC South

No report

D. Programmers' Representatives

No report

E. Correspondence Secretary

No report.

IX. UNFINISHED BUSINESS

A. Cahto Peak Upgrade

Bruce moved, Berk seconded, **to adopt the Management Team Recommendations** as follows: "KMUD should proceed as quickly as possible to build the 75-watt installation. The sooner we finish, the less we are left in the gray area of potentially being approved for the second (500 watt) permit while the first is still under construction. We should continue with Crigler's efforts to move the 500-watt CP application forward, and prepare to raise the \$27,000 needed to build it sometime after 4/25/04. We should re-open our line of credit so we have some wiggle room for the 75-watt installation, or possibly even the 500-watt installation, during the next six months." **Approved unanimously.**

Bruce committed to spearheading the fundraising effort for the Cahto upgrades.

XII. MEETING SCHEDULE / BOARD ASSIGNMENTS

<i>Meeting</i>	<i>Day</i>	<i>Month</i>	<i>Date</i>	<i>Time</i>	<i>Location</i>
Finance Committee	Wednesday	December	8	12 noon	KMUD
Personnel Committee	Wednesday	December	8	5:00 pm	KMUD
Executive Committee	Wednesday	December	8	2:45 pm	Mateel Café
Board Meeting	Tuesday	January	25	5:30 pm	Healy Senior Center

XIII. ADJOURNMENT

Having no further business to discuss, the Board adjourned at 9:20pm.

By Acting Secretary Traci 'Bear' Thiele,
With assistance from David Bergin

January 12th, 2005