

**Minutes**  
**Redwood Community Radio**  
**Board of Directors Meeting**  
**October 27, 2009**  
**Healy Senior Center**

- I. Call to order:** Meeting ground rules are read, Katie calls meeting to order at 5:05pm.
- II. Roll Call:** Board Members: Katie McGuire, President; Jama Chaplin, Vice President & Parliamentarian; Johanna Hamel, Secretary; Felix Omai, Member Rep; Meghan Joyce, Member Rep; James Ficklin, Programmer Rep; Rob Bier, appointed rep.; *ex officio* Board member: Brenda Starr, General Manager. Absent: Larry Lashley, Programmer Rep.
- III. Minutes Approval:** unanimously tabled until Nov. meeting in order to incorporate changes.
- IV. Approval of Agenda:** Additions – under New Business, add #6 - 2010 Budget, #7 – BOD meeting audio archives, #8 – Grant proposals for building addition and under committee reports, add “I. Finance Committee.” With additions, the agenda is approved unanimously.
- V. Open Time:** No one signed up to speak
- VI. Underwriting Rep.** Dave Lippe: Dave reports that we are around 90% full up with UDW spots and explains briefly how trades work, providing a list of our current underwriters who pay cash & those who trade goods or services. Noting that rates haven't been raised in several years, he suggests changing the billing cycle from a 13 week schedule to a 12 week schedule on a trial basis. (He has discussed the issue with our underwriters already).
- VII. Management Report:** (see report) GM notes that KMUD's total 2009 grant monies are actually OVER budget (that's good news). Also she will be advertising for the “Administrative Assistant” position being vacated . Board talk show on 11/11: all BOD members are invited to participate in what will hopefully be an end-of -the-drive celebration!
- VIII. Questions for Management:** With regard to KMUD's current written cash-handling procedure inquired about at past BOD meetings, GM stated that there are only specific procedures in place for the pledge drives and that the finance committee is in the process of updating this.
- IX. Consent Calendar:** 1. Jama is assigned the May Minutes finalization - unanimous approval.
- X. Unfinished Business:** 1. Strategic Plan: Katie assigns pairs of BOD members specific goal areas to work on for presentation at Dec. retreat. Per the draft strategic plan from last April, Goal#1 (communication) will be presented by Rob & Jama, Goal#2 (cohesive & sustainable BOD) by Meghan & Katie, Goal#3(staff & volunteer appreciation) by Duff & Felix and Goal#4(financial) by Johanna & Brenda.
- XI. New Business:**
  1. Beginning in January 2010, BOD meetings will be held at the Humboldt House Inn in Garberville on the fourth Tuesday of the month from 1 – 4pm. (Revisited in March)
  2. Building addition: (see building committee report) proposal for submission of plans to the County & for allowing the process of building an addition to the KMUD studio/offices to continue: motion made by Katie & seconded by Johanna. Motion passes with Rob abstaining Felix opposed, and Katie, Johanna, Duff, Meghan, and Jama voting in favor.
  3. December meeting: Sunday Dec. 6, 2009 from 11am to 5pm @ Jo's place will be both a budget meeting and a retreat with Strategic Plan goal presentation from everyone. (note: this was changed from Dec. 15 to Dec. 6)
  4. Grant Acquisition Policy: after discussion around current policy Rob presents a motion to direct the Policy Committee to change policy 4.10.4 & develop appropriate language in accordance with the realization that this current policy is inefficient & needs improvement. The motion passes unanimously.

5. Vacant BOD seat: Discussion ensues regarding election/appointment of a person to finish out the 3- year term vacated after a year by Aleida Rios. It was decided that in our current policy the wording for exactly how to proceed in this instance is unclear. Katie directs policy committee to look into both this election policy and by-law amendment procedures.
6. Audio archives: GM asks if Jama is KMUD's official archivist and inquires about the location of these recordings of BOD meetings. Jama responds, "I do recordings as back-up for GM's recordings" and their location is at "my house". After discussion it was agreed that Jama will continue to have a back-up recording, utilizing a KMUD recorder for improved quality; GM will continue to be responsible for the official recordings of BOD meetings. A recording of each BOD meeting will be kept at the station for 2 years per policy.
7. Grant proposals for building addition: Jama mentions the Humboldt Area Foundation's "community building grant" and checks in with GM so as not to submit duplicate applications. Board directs GM to look into this specific grant & gives the go ahead to apply.
8. 2010 Budget: GM presents general overview of draft budget, discussion ensues. It is noted that the building extension project and the KMUE upgrade project will both have separate proposals with accompanying budgets.

## **XII. Reports**

- A. Technical: no report
- B. Program Director: no report
- C. Programming Reps: Johanna reports that they were rained out of the highway clean-up but will be rescheduling ASAP. Duff relays some programmer frustration in utilizing the new release section in the music library.
- D. Member Reps: no report
- E. CAB – no report
- F. Correspondence Secretary: thank you notes will be sent to outgoing Board members, condolences will be sent to Von Perkins' family.

## **XIII. Committee Reports**

- A. Mediation: Chairperson Rob Bier reports that the previously submitted arbitration proposal is being reworked and will be revisited in January.
- B. Development – no report
- C. Building – see report
- D. Policy – see report
- E. GM Evaluation – continues to be a work in progress.
- F. Disaster Preparedness – discussed back-up power; they want to take up David Katz's offer to install an emergency switch to isolate KMUD's alternative (solar) power system. Duff notes that we really need a ham radio for use in emergencies – hopefully one can be donated or acquired through a grant. Emergency transmitter options were also discussed.
- G. Website – Felix reports that KMUD's website is being continually upgraded; they are looking for ways to include KMUD underwriters on the website; "volunteer opportunities" will be a new tab category to access. Rob gives special kudos to this committee!
- H. Election – no report
- I. Finance – GM notes a \$19,500 silent drive total entering into Day#1 of on-air drive. Jama requests a copy of current auditor contract for all BOD members to peruse – GM will forward this info appropriately.

## **XIV. Meeting Schedules**

- A. ExCom @3pm Mateel Cafe, Nov. 10
- B. Finance Committee – llam Nov. 20 @ KMUD
- C. Development Committee – TBA
- D. Policy Committee – 4pm Nov. 3 @KMUD

- E. Building Committee – Tues. Nov. 17 @noon @ KMUD
- F. Mediation Committee – 3pm Nov. 10 @ KMUD
- G. Website Committee – 10am Nov. 20 @ KMUD
- H. Board of Directors 5pm Nov. 24 @ Healy Center

Meeting adjourned at 8:50pm

**BOARD OF DIRECTORS APPROVED OCT MINUTES  
SUBMITTED BY SECRETARY JOHANNA HAMEL 11-24-09**