

Redwood Community Radio

Minutes

August 8, 2023, 3:00 p.m.

Redwood Community Radio Board of Directors

Zoom On-Line Meeting

I. Call to order, establishment of a quorum & selection of facilitator

Opening comments from the President; meeting ground rules.

Recognizing the presence of a quorum, Chapdelaine called the meeting to order at 3:08 p.m.

II. Roll Call

Roll call was called by Chapdelaine.

BOARD-APPOINTED MEMBERS: President Nadine Chapdelaine,
Treasurer Flurina Niggli, Secretary Tonya Farmer

MEMBER REPS: Chestine Anderson, Stephanie Thomas, George
WinterSun

PROGRAMMER REPS: Vice-President Lisa “Luv” Deny, Javier Rodriguez

STATION MANAGER: Station Manager Allison Kolb

GUESTS: Sarah Starck, Jama Chaplin

ABSENT: Javier Rodriguez

III. Approval of June and July Minutes

Niggli moved to approve the June Minutes with changes and WinterSun seconded. Chapdelaine, Deny, Anderson, Thomas, Niggli, and WinterSun, and Farmer voted unanimously (7-0) to approve the June Minutes with changes.

Thomas moved to approve the July Minutes with changes and Anderson seconded. The KMUD Board voted unanimously (7-0) to approve the July Minutes with changes.

IV. Approval of Agenda

Chapdelaine moved to approve the August Agenda with removal of “A: Add Nadine Chapdelaine to Vocality Community Credit Union Account,” because it was already done. WinterSun seconded. The vote in favor was unanimous (7-0) to approve the August Agenda with removal of “A: Add Nadine Chapdelaine to Vocality Community Credit Union Account.”

V. Open Time

Chapdelaine asked if anyone would like open time. Sarah Starck and Jama Chaplin requested open time. Chapdelaine announced the beginning of Open Time.

Sarah Starck is concerned that Policy Manual is too difficult to access, and multiple copies are currently in use. She requested one master copy and only the master copy gets edited. Everyone can access the master copy and it can be linked to the website, increasing efficiency.

The master copy can be locked down as a Google Doc. Access can be limited and there will be no confusion as to which version is the most recent. It saves editing time, and anyone can view it, increasing efficiency. She wants to make sure there is a proper procedure for editing the Policy Manual and Bylaws. She suggested a Standard Operating Procedure for how documents are edited. It can be reviewed at all times using a master copy.

Jama Chaplin did not have anything to add.

VI. Consent Calendar

There were no items under the Consent Calendar.

VII. Management Reports

Allison Kolb – Station Manager

Allison Kolb stated there has been a change at KMUD. Tanya Horlick is no longer the Public Affairs Coordinator. Staff has worked hard on concerts, events, and iced coffee booths. Staff is now folding for the Fall Silent Letter Drive.

The Programmer Newsletter did not go out in June, but it will go out this week. Regarding Building and Facilities, Rodriguez is doing a great job facilitating volunteer projects. Allison Kolb's windows were installed.

There is not yet a goal for the Fall Membership Drive, but KMUD was well below the goal for the Spring Membership Drive. There will be some events in conjunction to the Membership Drive on September 13-24, on both Friday and Saturday. For winter, KMUD will do a major donor campaign, Giving Tuesday, and an end-of-the-year campaign. Allison Kolb will coordinate with the Mateel for

the Halloween Boogie. California Radio Day is on August 24, so there will be pitching and special programming on that day.

VIII. Finance Committee Report

Niggli pointed out the underwriting could be better with the use of popup windows. There needs to be an update to the website to make it user-friendly and also a way to generate money. Sarah Starck is looking into the Federal Employee Retention Credit (“ERC”).

Regarding receiving proceeds from donated property, the value of auctioned property is less, usually 80% after cost. The upshot is that staff are not required to participate in the sale. The Finance Committee would like to propose a couple of policies and bring them to the KMUD Board for a vote.

IX. Old Business

A. Sound Board

Chapdelaine spoke with Simon Frech. A programmer stated they went online and researched the cost of the system we currently have. A brand-new sound board online is \$7K for the same sound board, according to the programmer. The costs range from \$5-10K. Simon Frech and Virgil Scigla are researching how to do the project cheaper. It is in the works to do the project using Plan B if no grant money is awarded. The Kelly Foundation grant is a long shot because it normally awards grants in their geographic area. Jama Chaplin pointed out that all current grants are aimed at the sound board right now. Allison Kolb suggested programmers relay information to Simon Frech.

X. New Business

A. Vote to Approve New Programmer’s Agreement

Anderson moved to table the vote on Programmer’s Agreement until next meeting. Deny seconded. The vote was unanimous (7-0) to table the vote on Programmer’s Agreement until the next meeting.

XI. Committee Reports

A. Programmer Representatives

The Programmer's Meeting is scheduled for Friday. Deny stated she would like to be able to text programmers directly. Deny already put out two notices and there will be a third notice going out with the agenda attached. The Zoom link will be on that notice. Anderson pointed out that the Programmer's List needs to be updated. Deny stated that the Programmer's Agreement will be coming out soon. Deny anticipates there will be a lot of feedback regarding the Programmer's Agreement. Hard copies will be available at the meeting.

B. Member Representatives

Allison Kolb pointed out the Membership Drive will continue on to Sunday, September 24.

C. Community Advisory Board

There was nothing to report.

D. Correspondence Secretary – Anderson

There was nothing to report.

E. Development Committee – Deny

Deny pointed out a lot was covered in the meeting. Northern Nights made approximately \$2K. At the event, there were unexpected changes and the staff adapted well. KMUD made approximately \$1K on the Roll on the Mattole. KMUD served pastries that were prepared at the Mateel Community Center. There was a lot of interest in KMUD shirts and swag. KMUD served coffee at the event and the following morning at the campground.

WinterSun stated the tables are going well, but not money-makers. Deny stated there is an upcoming Friday Night Party, which will hopefully be a money-maker. Halloween Boogie was discussed, and it is in the works. North County Fair ("NCF") will have a KMUD table. The NCF is September 16-17. Chapdelaine is willing to volunteer at the Bridge fest again.

The Event Coordinator's Guidelines contains the Events Proposal Form, and the form is now in use. The 50 Years of Hip-Hop event will be held Saturday, September 23, and is set to include music and art. Lisa Luv and DJ Respect will also be DJing and playing hip hop music in chronological order between sets.

More information will be gathered regarding Cannifest and the possibility of a merch table at the event. Allison Kolb is awaiting more information. Cannifest will be held on September 10, 2023. Lisa said it was suggested at the Development Meeting that we have a yard party every month in 2024, yet she wonders what that would look like when the weather gets bad. Chapdelaine suggested setting up a tent and heating at the cool season parties.

F. Membership Drive Committee – WinterSun

There was nothing to report.

G. Policy Committee – Chapdelaine

Chapdelaine pointed out the latest policy manual was received this week. Chapdelaine proposed the Finance Committee edit the accounting manual, not the Audit Committee. Niggli proposed the duties of the Audit Committee be covered by the Finance Committee when the Audit Committee is inactive. Farmer requested a digital copy of the Conflict-of-Interest Form.

H. Mediation Committee – Rodriguez

There was nothing to report.

I. Building and Ground Committee – Rodriguez

There was nothing to report.

XII. Committee Meeting Schedule

All meetings take place on-line until further notice. Those interested in attending one should first check to make certain that no changes have been made to this schedule. Zoom meeting IDs, pass codes, phone numbers and links for the KMUD Board meeting can be found on the email that is distributed before

the meeting and on the KMUD website. For access to other meetings, please contact the committee chair. The next meeting will be on September 12, 2023.

Board of Directors	Second Tuesday, 3:00 p.m.
Membership Drive	Fourth Tuesday, 4:00 p.m.
Development	Third Wednesday, 3:00 p.m.
Policy	Fourth Wednesday, 11:00 a.m.
Executive	Fourth Wednesday, 12:00 p.m.
Finance	Third Tuesday, 3:00 p.m.
CAB	Quarterly, 5:00 p.m.
Board Talk Show	August 24 th , 5:00 p.m.

XIII. Closed Session – Personnel

The KMUD Board requested a closed session.

XIV. Adjournment Meeting

Adjourned at 5:38 p.m.