

REDWOOD COMMUNITY RADIO BOARD OF DIRECTORS

MINUTES

April 15, 2025

A regular meeting of the KMUD Board of Directors was held via zoom. After a quorum was established, the meeting was called to order at 3:05 p.m. by President Chestine Anderson.

A. Roll Call

BOARD MEMBERS PRESENT: Flurina Niggli, Matt Knight, Lelehnia DuBois, Chestine Anderson, George WinterSun, Stephanie Thomas (left meeting at 4pm), and Javier Rodriguez,

BOARD MEMBERS ABSENT: Michelle Vassel

BOARD MEMBER ELECTEES PRESENT: Elise Sauer and Reid Reid

BOARD MEMBER ELECTEE ABSENT: Charley Custer

STAFF PRESENT: Kara Randolph, Sarah Starck

GUESTS: Jama Chaplin (parliamentarian), Andy Caffrey, and Chanin

B. BOARD BUSINESS:

1. Motion to approve March 18, 2025 minutes and March 31, 2025 special meeting minutes by Flurina Niggli, seconded by Matt Knight, 7 yes Flurina Niggli, Matt Knight, Lelehnia DuBois, Chestine Anderson, George WinterSun, Stephanie Thomas, and Javier Rodriguez; 0 no, 0 abstain. Motion passed.
2. Appreciation expressed by departing board members Flurina Niggli, Javier Rodriguez and Chestine Anderson.
3. Newly elected directors Elise Sauer, member rep (3 year term), and Reid Reid, programmer rep (3 year term) were seated on the board. Charley Custer, programmer rep (1 year term) was seated in absentia.
4. Motion to table appointment of board-appointed seat until May meeting by Elise Sauer, seconded by Matt Knight, Elise Sauer, Matt Knight, Lelehnia DuBois, George WinterSun, Reid Reid yes, Stephanie Thomas no, 0 abstain. Motion passed..
5. Interim Officers appointed: WinterSun as president, Reid as vice-president, Knight as secretary, and Starck to fill in for treasurer.
6. Board Orientation meeting will be postponed until after the May 20th board meeting to allow appointment of the board-appointed seat member.
7. Motion to approve the Agenda by Knight, seconded by Sauer, 5 yes, 0 no, 0 abstain. Motion passed. (Thomas left meeting prior to motion.)

8. Motion to remove “and are due by April 9th” from the approved March 18, 2025 minutes (item 1 above) which read “The Board-appointed seat is now open for nominations by Board Members and are due by April 9th.” by Knight, seconded by WinterSun, 5 yes, 0 no, 0 abstain. Motion passed.

C. CONSENT CALENDAR ITEMS

Motion to approve the consent calendar: A. Review and approve RCR Nonprofit Educational Radio Station Underwriting Policy (second vote) attachment 1 B. Review and approve new policy in section 5.1. which affirms that we have an Injury and Illness Prevention Plan (IIPP) which includes a Workplace Violence Prevention Program (WVPP) (second vote) - Attachment 2. C. Review and approve addition to Reserve Fund policy 4.13. (second vote) --Attachment 3 D. Review and approve changes to Policy Manual 4.10. Check Signers (second vote) attachment 4. E. Margaret Lewis and Douglas Fir are elected to the Mediation Committee for 3 year terms, which expire in 2028.. by Knight, seconded by WinterSun, 5 yes, 0 no, 0 abstain. Motion passed

D. NEW BUSINESS

Motion to remove Lauren Schmitt from Vocality Bank Account by Knight, seconded by WinterSun, 5 yes, 0 no, 0 abstain. Motion passed.

Motion to approve Financial Statements submitted by Financial Manager by Knight, seconded by WinterSun, 5 yes, 0 no, 0 abstain. Motion passed.

E. REPORTS

The board received a management report from Station Manager Kara Randolph, a financial report from Financial Manager Sarah Starck and a Finance committee report from Finance committee chair Flurina Niggli.

The board received a report from Correspondence Secretary Thomas.

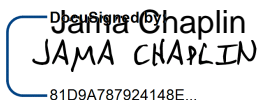
F. CLOSED SESSION

No reportable action.

G. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:15 by Temporary President George WinterSun.

Respectfully submitted,

 Jama Chaplin
JAMA CHAPLIN
81D9A787924148E...

6/16/2025

Board Secretary appointed May 20, 2025 at the meeting where these minutes were approved.

All meetings take place online until further notice. New board chairs may be changing meeting dates. Those interested in attending one should first check to ensure no changes have been made to this schedule. Zoom meeting IDs, passcodes, phone numbers, and links for the Board meeting can be found on the website and in the email distributed before the meeting. For access to other meetings, please contact the committee chair.

Board of Directors	3rd Tuesday, 3:00 p.m. May 20
Membership Drive	4th Tuesday, 4:00 p.m.(Matt Knight) April 22
Development	4th Thursday , 4:00 p.m.(George WinterSun) April 24
Policy	1st Monday, 11:00 a.m May 5
Executive	1 st Monday, 12:00 p.m. May 5
Finance	1st Tuesday, 3:00 p.m.May 6
CAB	Quarterly, Spring meeting at 5pm, (Siena Klein) May 8

ATTACHMENT 1 - KMUD: Nonprofit Educational Radio Station Underwriting Policy

6.20. UNDERWRITING

06/16/98, 05/06/14

~~RCR shall accept no underwriting from individuals or committees concerning candidates or ballot measures in local, state, or national elections.~~

Purpose: This policy ensures compliance with the Federal Communications Commission (FCC) requirements for underwriting announcements on our noncommercial, educational community radio station. We are committed to maintaining the integrity of our noncommercial status while providing opportunities for for-profit, non-profit and governmental entities to support our programming. For several reasons, RCR is choosing to adopt the same rules for all entities, although the FCC’s rules for for-profit entities are more stringent.

Key Principles:

1.Sponsorship Identification: All underwriting announcements must clearly identify, but not promote, the sponsor and state at the time of broadcast that the program was "paid for or furnished by" the sponsor.

2. Content Limitations of underwriting announcements:

○ Permitted Content: Underwriting announcements may include the sponsor's name, location, contact information (e.g., phone number, email address), and logo or tagline. Descriptions of products and services that are factual and value-neutral may be included.

○ Prohibited Content: the first four sections describe "promotional language."

■ Price Information: No mention of prices, rates, or any value-related information (e.g., "special offers," "free," "discounts").

■ Call to Action: No phrases encouraging the audience to take specific actions (e.g., "visit our store/website," "buy now").

■ Inducements to Purchase: No offers such as free gifts, free parking, bonuses, or limited-time promotions.

■ Comparative or Qualitative Claims: No statements comparing products or services to others or asserting superior qualities (e.g., "best pizza" or "finest service", or qualitative language like "environmentally sustainable"). ■ Personal pronouns, except "they, them and their."

■ Advocacy for political candidates or initiatives

■ The FCC defines messages that "express the views of any person with respect to any matter of public importance or interest" as advertisements, therefore prohibited in underwriting.

■ Programmers must not comment on the announcements (e.g. "I go there" or "They're great").

3. Duration:

○ Underwriting announcements should not exceed 30 seconds to avoid being considered promotional.

4. Non-Interruptive:

○ Announcements must not disrupt or alter the regular flow of programming. The beginning, mid-point, and end of an hour are natural breaks in programming which are ideal for airing announcements.

5. Content limitations of other segments of our broadcast:

○ It is also important to not promote for-profit entities that compensate RCR for underwriting messages at other times during the broadcast day.

Compliance:

● The Station Manager will regularly review underwriting content to ensure it aligns with FCC guidelines.

● Repeated violations of these rules may result in penalties, as outlined by the FCC, which can include substantial fines for improper content.

By adhering to these guidelines, our station remains compliant with FCC regulations and preserves its educational, noncommercial nature.

ATTACHMENT 2 – Injury and Illness Prevention Plan

5.1. INJURY AND ILLNESS PREVENTION PLAN

To be compliant with state law, RCR has an Injury and Illness Prevention Plan, which includes the Workplace Violence Prevention Program, approved by the Board on 5/21/24. These are administered by the Management Team and will be reviewed annually at the beginning of each year. Once reviewed, the Board will be asked to accept them on the next month's consent calendar.

ATTACHMENT 3 – Reserve Fund

4.13. RESERVE FUND

11/14, 03/10/16, 01/13/20; 05/11/20; 12/09/20

The Board shall maintain a reserve fund. The Board shall work to increase the reserve annually. The Board shall review the balance annually, as a component of the budget review process. In order to use these funds, Management must first submit a written proposal and repayment plan to the Board, and the Board must vote to approve release of the funds.

Spending from the reserve fund is for the purpose of emergencies only and is not to be used for operating expenses. If the reserve must be used for operating expenses, a budget review shall take place with emphasis on cutting expenses immediately until the time at which RCR can build back up the reserve fund. A fundraising plan will be developed as needed.

ATTACHMENT 4 – Check Signers

4.10. CHECK SIGNERS

07/12/22

RCR will authorize two Board members as check signers in addition to the Station Manager and Financial Manager. ~~There will also be another staff member authorized as a check signer.~~ Check signers will follow protocols defined in the Accounting Manual.

~~Two people must sign all checks over \$5,000, and one of them must be a Board member. If the Station Manager and staff member signer are not available, two Board members will sign the check. The signers must verify that the expenditure has been approved by the Board. This policy is for budgeted and other necessary expenditures of RCR.~~