

May 25th, 2020

KBOO Foundation Board Agenda

Via Zoom Meeting: <https://zoom.us/j/466500368>

6:00PM-8:00 PM

Board Members in Attendance:

Laurie, Katmeow, Sarah, Emma, Theresa, Marvin, Shaheed, Ruba, Karla

1 Call to Order /Introduction

5min

- Review Meeting Guidelines/Abbreviated House Rules ([link to website](#))

2 Approval of Agenda

1min

Sarah Motions to Approve Agenda:

Laurie seconds

Seven in favor (Ruba & Karla late-no vote)

Approved

3 Approval of April/Special meeting minute's ([link](#))

1min

Sarah Motions to Approve of April & Special meeting minute':

Laurie 2nd

7 in favor No vote: Board Prez (Ruba late-no vote)

Approved

4 Committee & Station Manager Reports

Station Manager Report

5min

Celeste: took the loan, renew the license, Jenna/Tom Lane/Celeste met with Collins foundation and they looked pleased with our application. One year of funding 45,000, 2nd 45,000 matching grant. Towards Station Management salary. Staffing: Data coordinator hire interviews this week and hired by end of month. Michael Leverett, syndication Part time Membership/Data coordinator to take load off their work. Fundraising. Strong Finish Appeal-to finish off the spring drive and looking towards a summer event like a raffle (Hotter than July-nod to Stevie Wonder) gift cards, unused premium and marketing venture for fall drive-fresh and new

Jenna: We have implemented a new system with programmers, FCC violations-process where programmers have to turn in audio in advance. Group of volunteers to vet safe harbor. Legal funds-Assistance to roll out the sign up to non-profits one time payment 1,300 50 spots of underwriting.

Executive Officer's Report

5min

Katmeow: We are voting on 3 things today. Two Banking changes, looking at a mid-year budget review. Doc linked in agenda. Executive session to review the proposal Jenna sent.

Finance

5min

Gene: We went through the approved October budget, looked on revenue and expenses, we are projecting ending the year with a surplus of 102,000 and based on projected making goals for pledge drive/direct

mail appeal. Recommendations, projecting a surplus and asking staff to submit list of things staff needs.

Emma: I'd like to see the surplus go back into reserves-so we can get up to 200,000 in reserves

Nominating

5min

Marvin: Theresa and I are going to get talking about the annual meeting.

Theresa: Rachelle Dixon and many others are interested in serving on the board.

Karla: will connect with Nominating Committee liaison to get information to another interested community member.

Programming

5min

Shaheed/Emma: Asia is the new programming head/Erin resigned, Althea gave a news report, Tammy gave a report on election coverage, Safe Harbor wasn't mentioned at the programming meeting (Jenna says it happened after the committee meeting)

Development

5min

Laurie: Digging into grants and updating things. Developing a letter to the Glacier Foundation which supports independent media. We didn't meet today for some reason.

Personnel

5min

Ruba: We met. We don't have any action items

Union Contract Bargaining Agreement

5min

Karla: Getting started with working with Gene and working with the union next week

5 Old Board Business

10 min

- Sarah updated board roles on website
- How to support KBOO
- Governance vs Operations KatMeow meeting with Gene to create a task list of specific governance duties for the board, to carry out their roles w/o interfering with operations and to clarify the difference.

Emma: Committees are created to acknowledge community members.

Shaheed: we've dealt with this for many years.

Emma: community members not volunteers

- Board Emails

Sarah: we now have board emails! Check in with Zale once you have access. Sarah reaching out to Jenka to trouble shoot why some board members can't access their accounts, Ruba, KatMeow, Laurie and Emma.

- Schedule Tech Training for board/Google drive/Zoom

Katmeow: Zoom teleconferencing support Tech training

BREAK5min

6 New Board Business

20min

- Mid Year Budget Review ([redo doc.link](#))
- SBA/PPP Loan

- Banking changes

7:37PM KatMeow Motions to update KBOO *OnPoint Account*

Remove Erin Yanke as check signer for the account.

Marvin Seconds:

Unanimous in favor

7:40PM Laurie Motions update KBOOS *Advantis Account*

Remove Ruban Lawrence, Danielle Parks and Erin Yanke.

Add Kathryn Garica, Emma Luggo, and (KBOO staff member).

(Staff will be at recommendation of Jenna and Celeste),

Emma seconded

Marvin, Karla, Theresa, Shaheed, Ruba, Sarah

Motion Unanimously Passed

Unanimously amended (as name of staff was received by management): *Remove Ruban Lawrence, Danielle Parks and Erin Yanke on KBOO Advantis Account, Add Kathryn “KatMeow” Garcia, Emma Lugo and Althea Billings.*

Theresa: approves

Karla: my reservations weren't clear from union, but the report helped out.

7:53PM Emma: Motions *to accept the PPP loan and not return it and authorize staff to spend the PPP loan with regard to stipulations in the loan.*

Second: Theresa

Ruba, Marvin, Laurie, Shaheed, Karla, Sarah: Aye

Passes unanimously

7 Public participation

10min

Zale: prefer not to have worked on a staff holiday

Public Comment: Jenna-in memorium-we are in the middle of a pandemic. It's been jarring to not have the president recognize this memorial, and thank you to the KBOO community for coming together.

Karla: Gratitude to Celeste and Jenna, being a new board member and it could have been overwhelming. Kboo is working in a team. I feel really privileged to be a part of KBOO at this time.

8:11PM KatMeow Motions *to move into closed session*

Marvin Seconds

Unanimous vote to move to closes session

8 Executive Session Finance/Personnel

30min

Discussion of a proposal for the Station Manager interim position
Budget Review

9:01PM Board unanimously moves to open session

9 Open dialogue & discussion

5min

Jenna: Asked about keeping my salary at minimum for exempt (Kmeow asks that management update the proposal doc with language regarding this ask).

Sarah: Proposal **Board Resolves** to set a special meeting to vote on

Jenna and Celeste's Proposal on June 1st at 6pm 2nd
*Theresa, Ruba, Marvin, Shaheed, Laurie, Emma, Theresa, Sarah,
Karla approved.*

Celeste: I can't recall if there were any urgent requests in there?

9:17PM Theresa Motions *to Table budget to next meeting, and that the
board give executive committee authority to review and most likely
pass the \$4,900 budget.*

Karla 2nd

Ruba, Marvin, Emma, Shaheed, Laurie, Sarah in favor
Approved

10 Comments or announcements **5min**

9:26PM Theresa motions to adjourn,
2nd Marvin

Unanimously Approved

11 Adjournment: 9:27PM **1min**

The next regular board meeting is to be held on Monday June 22nd,
2020 at 6:00PM

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the staff/board meeting using YOUR personal zoom account, not
KBOO's. Thanks!

