

Program Advisory Committee Meeting Agenda

March 4, 2025

Present: Azia Hawthorne, Althea Billings, Gary Dickerson, Michael Van Kleeck, Ethan Scarl, Mike Frost, James Draznin, Kerry Lengel,

Facilitator: Azia

Note taker: Azia / Althea

Board Liaison: Michael Van Kleeck

Excused:

Meeting Guidelines

1. **Take care of yourself.**
 2. *Make space; create room for all to have a say*
 3. *Claim space; share your perspective*
 4. *Say what you need to say without humiliating anyone. Use "I" statements; speak from your own experience.*
 5. *Don't make assumptions; ask for clarification*
 6. *Turn off your phone, or put it on vibrate if you're expecting an important call*
 7. *Mute your mic when you're not speaking*
 8. *Raise your hand to contribute and wait to be acknowledged by the facilitator*
 9. *Do not share another person's story without their permission*
 10. *Expect mistakes, but be accountable and stay committed to each relationship and to the work*
 11. *It is every group member's responsibility to uphold the meeting guidelines, and to stay focused on the topic/agenda. If the group strays from these principles, say "process check" outloud or in the chat to pause the discussion and get the meeting back on track. The process-check sign is not to be misused.*
- **Reminder of PACs purpose:**
 - *Offer advice, feedback, and ideas on programming*
 - *Assist Program Staff in shaping and meeting yearly goals for PAC*
 - *Assist Program Staff in ascertaining community needs in a proactive and mission-driven way on a regular basis*
 - *Assist Program Staff in evaluating broadcast and podcast programming quality on a regular basis*
 - *Make recommendations for CAB members**
 - *Manage work groups to assist in various areas needed*
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Introductions

- Review meeting guidelines and PAC purpose

Staff Reports

Althea - PM News

- Adjusting to covering new government in Portland
- Experimenting with how to push out our stories in different forms (multimedia)
 - One news reporter does video, which is cool. I'm working on different formats for web versions of the story. Note that our website isn't the most conducive to this.
- Althea is running extra classes this month to try to get more people involved. Holding a pitch meeting later this month to get folks together and work on a beat structure
- Has been difficult for people to embrace a beat structure in the past, want it to be flexible but doable for volunteers.
- Intend to take a sabbatical this summer, working on beefing up the volunteer support for my interim replacement
- Question: Dates for the sabbatical?
 - June through August
 - Have a great pool of volunteers to choose from to hold down the fort

Azia/Althea - Public Affairs

- Program Staff continues to schedule the Public Affairs schedule since the lay-offs
 - Hope to prioritize training volunteers on Otto going into the next quarter
- Seeing progress in growing our team of board operators
- Program Schedule Updates
 - New
 - [Radical Romance](#) - 2nd Wednesdays, 10am - 11am
 - First show was on 1/22/25

Azia - Program Director

- Recent Special Programming
 - We're in our special programming campaign: All Thrills No Frills vol 4
 - All the individual specials can be seen at kboo.fm/atnf4
 - Marathons:
 - Black History and Future Series
 - International Women's Day
 - Metal Marathon
 - Bluegrass Marathon
 - Women in Comedy Special
 - Earth Day
 - First Friday Art Walks in 2025 have included a live DJ set, this month's Art Walk will include live bands on the air.
 - In January, we continued our collaboration with the World Arts Foundation to broadcast their MLK Tribute "Keep Alive the Dream." This year we opted for recording the event and broadcasting it the following week due to our limited engineering capacity

- Program Schedule Updates
 - Retiring
 - Pacific Northwest Tunes - 2nd Sundays, 8-10pm
 - Last show was 12/8/24
 - Another Late Night - 1st Saturdays, 3am - 6am
 - Last Show was 1/4/25
- On-air Contract Update
 - Got put on hold, but prioritizing soon. Will be getting input from our FCC lawyers in the coming weeks.
 - Once the on-air contract is complete, Gov. and Policy can move forward on updating the general Volunteer Handbook.
- Upcoming Project
 - Azia plans to meet with each program host ideally in late May, but might not be possible until 3rd quarter with current workload
 - The goal is to get everyone on the same page regarding programmer expectations, on-air policy, etc
- Applications
 - Have been de-prioritized with increased workload in recent months, will be prioritizing as soon as possible
 - Should emphasize local programs over syndicated content
 - Concern that we get many applications from non-volunteers
 - Other stations have application periods/cycles
 - A month to go through applications, a month to train
 - Ideally, people should train first, then apply for a show
 - KBOO doesn't seem to get as many applications as other stations (our applications are rolling, not once or twice a year)
 - What can PAC do to help expedite the project to implement the sunseting of shows?
 - Group of people to help with training, application review, and evals
 - Increase PAC membership and seek to expand diversity on PAC

Public Comments (limit 3 mins per participant)

- Ethan Skarl: Put together a list of folks from other media who present news and issues for PAC/The Programming Department to consider. How can Ethan pursue some of these ideas?
 - Ethan will work on getting some news training and start small with some of the interview guests he's interested in.
 - Ethan recommends airing Alternative Radio more than once a week. They only produce once a week but the episode can be ran more than once a week to fill open timeslots
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Board Report:

- Still not sure what we're looking for here! But Michael will give us updates from the Board about what the Board is doing and if they have anything for us.

Adjourned: 6:57 PM

Next Official PAC Meeting: June 3rd, 2024