



Development Committee Meeting Notes

Date: Monday, 8/18/2025

Time: 5:30pm

Present:	Station Manager	Nathan Vandiver
	Directors	Mike Frost, Carmen Garnica, Jamie Bair, Ethan Scarl, Meagon Bradley, Jill Blanchard
	Staff	Arty Wall, Mike Ftaclas
	Volunteers	Sekoyia Azikiwe, Tyson Stanger

Note taker: Jill Blanchard

AGENDA

- Welcome and introductions
 - Current KBOO messaging
 - Fall Fundraising Drive - KBOO Out Loud!
 - Goals
 - Other details
 - Annual Meeting
 - Committee help needed
 - Major donors
 - Business partnerships
 - Grants
 - Estate Planning and Charitable Giving
 - Testimonials
-
- Operating Plan goals
 - Announcements
 - Adjournment
-

NOTES

Welcome and Introductions

Messaging

- Fall fundraising dive
 - KBOO Out Loud
 - Mailer included letter from Board President, Mike Frost regarding loss of CPB funding
[President's Letter | Fall Drive 2025](#)
 - The Fall Drive Pitch Guide includes messaging regarding the loss of CPB funding
 -  25FD Pitch Guide (1).pdf
 -  FY25 Additional Pitch Language.pdf

Fall Drive

- KBOO Out Loud
 - Begins on National Radio Day - Wednesday, 8/20
 - Ends after the Annual Meeting - Saturday, 9/20
 - Goal = \$62,000
 - \$45,000 on-air
 - \$20,000 mailer
 - \$1000-\$2000 merch
 - Fall Drives in the past have averaged revenue of approximately \$60,000.
 - KBOO fundraising drives strive to make more money year after year

Annual Meeting

- WHEN: Saturday, 9/20
 - 11:30am until 2:30pm (doors at 11am)
 - Community gathering at Bar Bar from 2pm until 5pm
- WHERE: Mississippi Studios
 - 3939 N Mississippi Avenue
- DETAILS
 - Hosted by KBOO's Youth Collective
 - Featuring Mr. Vale's Math Class (funk band)
- Major/loyal donor invitations
 - Postcards via USPS



- To be mailed the week of 8/25
- Emails from jillboard@kboo.org
 - To be sent Friday, 9/12
- Major/loyal donor phone calls begin Saturday, 9/13
 - Development Committee assistance needed
 - Thank donors for their ongoing support
 - Ask about donors' connections to KBOO, what is their "story"?
 - Invite donors to Annual Meeting
 - Ask about donation plans for the remainder of the year
- Committee help needed:
 - Call major/loyal donor starting Saturday, 9/13
 - Serve as KBOO ambassadors
 - Annual Meeting setup/cleanup

Major donors

- Thank you cards
 - Jamie is taking over management of the major donor thank you card process.
 - They will be managing the master spreadsheet and assigning names for thank you cards to Board and development Committee members.
 - See Jamie or Jill for additional cards/envelopes/stamps

Business partnerships

- Meagan is managing the process for business outreach.
 - Look for an email from Meagan with instructions for business outreach
 -  Boo Beat One Sheet.pdf
 -  Partnership Packet.pdf
 -  KBOO Business Outreach _ general script.pdf
 - Development Committee support request: businesses
 - Identify new underwriting and advertising partners
 - Make visits, calls, and emails to local businesses with Partnership Package and Boo Beat One Sheet
 - Send Kate, engagement@kboo.org, contact information of
 - Charity of Choice partners
 - Sign up KBOO to receive a portion of a business' proceeds for a particular day
 - Email Kate and Nathan, manager@kboo.org, with the information of the business that will hold the charity of choice event

- Community calendar
 - To add to KBOO's Community Calendar, complete the Google Form [KBOO Community Calendar Form](#)

Grants

- Recently applied for grants:
 - Oregon Community Foundation
 - United Way of Oregon
 - Autzen
 - Reeser Family Foundation
 - RAAC
 - Pacific Power
 - Metro
- Development Committee support request: grants
 - Send prospects to Danielle, accounting@kboo.org, and Arty, membership@kboo.org

Operating Plan Goals

- Board and Staff are currently reviewing the draft of the 2026-2027 Operating Plan.
- There are 2 overarching goals for the 2026-2027 Operating Plan:
 - Stabilize finances
 - Stabilize operations
- In order to accomplish the overarching goals, Membership and Engagement's draft subgoals are:
 1. Define what "membership" means at KBOO and outline membership benefits.
2026
 2. Revive and update the KBOO Blog
2026
 3. Develop quarterly publication plan for KBOO's Zine
2026
 4. Increase the number of communications with Spanish translation
2026
 5. Build KBOO's video presence
2026-2027
 6. Develop content for new website
2026-2027
 7. Develop internship opportunities
2027
 8. Plan KBOO Community Radio's 60th Anniversary event
2027

- In order to accomplish the overarching goals, the draft sub goals for revenue and fundraising are:

1. Develop metrics for success that include more than just dollar amounts
2026
2. Strengthen and grow KBOO's membership
2026-2027
3. Build capacity for more grant writing
2026
4. Increase the number of business partnerships
2026-2027
5. Develop at least 1 new stream of revenue
2026
6. Develop at least 1 new stream of revenue
2027

Staff and board will submit feedback before 9/15 so that the board of directors can approve the Operating Plan during the September board meeting once the budget vote has taken place.

Announcements

- Arty will bring a strategy for ongoing events to the board meeting on Monday, 8/25

Next Meeting

- Monday, 9/15/2025
 - 5:30pm
 - Hybrid
 - In the station
 - Via Zoom