

Personnel/Governance Committee

November 13th, 2017

Opened at 6:17 pm

Present: Zale, John, Rose, Shaheed

Absent: Ani (Vacation), Bill, Don

We received an email from Bill that he needs to resign due to health problems.

No quorum at September meeting.

No meeting in October

Committee approved minutes of August 14th, 2017.

Del visited Personnel/Governance and said her job as station manager covers four areas: Fundraising, HR, Strategic Planning, and Beloved Community.

She requested of Personnel/Governance to discuss personnel evaluations/review and asked personnel/governance to consider an HR solution for KBOO. There is a need for manuals and orientation as well as help with conflict resolution. Del is suggesting an HR person for staff at least 10 hours per week. It is difficult for station manager to supervise staff especially when there are conflicts with staff conflicts with staff and one staff is the spokesperson for the union. Del also suggested a separate staff for a Beloved Community administration and some money in budget for professional development for staff.

Del is asking personnel/governance committee to come with ideas regarding HR ideas. Zale will look into some ideas (ie. contractor, increase one staff member's hours, hire someone else).

Del is asking the personnel/governance committee to be coordinators of the staff evaluations and to create a survey regarding Google Forms as well as a timeline (ie. Half the staff one month and half the staff the next). John will start this process and work this out via email with the rest of the committee.

Board Exit Interviews. Rose is looking this and bring it back to December's meeting.

Sexual Harassment Non-Discrimination Policy #1 needs an update. Zale will bring this to the December P/G meeting.

For the December Personnel/Governance meeting, Zale will draft an update of the Affirmative Action EEO Policy (Policy #13).

Email policy for board meetings. Tabled until December. John will send some draft language.

Meeting Adjourned at 8:35.