Program Advisory Committee Meeting Meeting Agenda
January 8, 2019

Present: Dan, Paul, Roger, Erin

Facilitator: group facilitation
Note taker: Erin Yanke

Introductions
Meeting Guidelines
Staff Reports
Board Report
General:
- **2nd Programmers Survey**
- **Meeting time change?**

Staff Reports
Derric
Rachel
Erin
- New host for 1st Monday poetry show: Tiel Ansari now hosts Wider Window Poetry
- Holiday Drive - dovetailed with the Give Guide, where we met our end of year fundraising goals
- Special programming new years eve to celebrate late night programmers of KBOO, and celebrate the end of our 50th Anniversary year
- Holidays subs and fill ins
- Archiving plan for 2019 was made with Marti and 2 heavy duty archive volunteers

Board Report -

General:
- Paul Reflections on programming
  - Late night programmers
    - Mon- 3-5:30 Papa Galai - finds it bizarre, stealth programming change, has always been music, idiosyncratic. (erin responds - late night eclectic, fits in fine ,maybe needs to let listeners know more of what is going to happen
    - Sat morning mid - 3 or 3-6 personal chatting kind of stuff, for their friends, in group sounding - doesn't like how in crowd it sounds (Paul will try to get dates for Erin ,Erin will listen and give feedback to hosts)
  - Michael Ftaclas carts
    - First one got flack, did a second one to apologize
    - Thinks its not appropriate, and strange

- - - Told Erin, erin said to talk to Mike about it. Paul said not personal, more of a matter of station policy.
      - Doesnt like it because it didn't make sense, and is very in-crowd. Questions the programming over site at the station
      - complained to Derric
      - Erin says not programming responsibility
      - Paul wants it to be discussed in staff meeting, or there is no accountability
    - What's going on with the John Shuck situation?
      - Erin - my understanding is the Board was looking into it, i have no idea.

- Programmers Survey (erin) - Go over the programmer survey, make final changes, send out in Mid Jan, and keep open until Mid March
  - Neon to help it jump out in the air room for the paper copies
  - Erin will send to committee members to look over the form, and will send out in Mid January

- Meeting time change?
  - Herschell and Celeste can't make the time on Tuesday, after talking about it, we can't move the day, but the people who were here could all meet earlier, so H and C could go to class after this meeting.
  - Erin will check with other members of the committee, especially Board Rep, and we can keep discussing at other meetings, and with Herschell and Celeste by email

Next Meeting
- Look at Strategic Plan and assess where we're at and where we need to go
- Erin will share initial results from 2nd survey

End meeting
(7:15pm)

PROGRAM ADVISORY COMMITTEE (PAC)* RESPONSIBILITIES
Programming Task Breakdown
A. The Program Director, AM News and Public Affair Director, and/or the PM News and Public Affairs Director (called Program Staff for the rest of this document) can take these actions: 1. develop new programming 2. fill attrition slots: in cases of no format change, no consultation with the Program Advisory Committee (PAC) is required 3. fill attrition slots: if there is a format change, Program Staff should seek advice and recommendations from the PAC 4. change existing programming, after seeking advice and recommendations of the PAC 5. develop overall standards for broadcast and podcast 6. shape yearly goals for programming 7. revise programmer rights and responsibilities document as needed 8. suspend programmers for not fulfilling on-air responsibilities laid out in the Programmer Contract 9. any other items listed in the current job descriptions.

B. The Program Staff works through the PAC to: 1. provide active leadership of the PAC 2. shape yearly goals for PAC 3. ascertain community needs in a pro-active and mission-driven way on a regular basis 4. evaluate broadcast and podcast programming quality on a regular basis 5. report all programming changes to the PAC

 C. PAC is responsible for: 1. assisting Program Staff in shaping all policy items listed in Section B above 2. working with the Program Staff to solicit input from community 3. working with the Program Staff to meet yearly PAC goals 4. serving as the Community Advisory Board to ascertain community needs 5. serving as a work group to assist Program Staff in all areas as needed Policy #6 Proposed Revision 2

D. Committee makeup: 1. Committee is self appointed (any KBOO Foundation member who attends three meetings in a row and who agrees to fulfill responsibilities can become a voting member). 2. The board has the option to appoint a maximum of five (5) individuals from underrepresented groups at any time. The appointees will have immediate voting rights. 3. . The Program Staff, as well as at least one (1) and no more than two (2) members of the board, shall all be voting members of the committee. 4. The committee is open to new membership any time. 5. Any member who misses three (3) meetings in a row, or consistently does not fulfill PAC responsibilities, shall be removed as a voting member, per KBOO Bylaws Article VIII, Section 5. 6. Members appointed by the board under Sections D. 2. and D. 3. above will be reappointed by the board annually. *The "Program Advisory Committee" or "PAC" is the commonly used name of the "Program Committee" referenced in KBOO Bylaws Article XIII, Section 4a.

Approved by the Board 5/14/84 As Amended 10/85 As amended by the Board of Directors 1/23/07