

KBOO Board of Directors Meeting – December 17, 2018 Location: KBOO Time: 6P – 8P (120 minutes)

Item Lead Mins 1 Meeting Start

- Arrival, food setup, etc.

- Kickoff

Exec 10

2 Public Comments -- 10 3 Agenda Approval Exec 3 4 Volunteer Appreciation: Thank You card signing Del & Exec 6 5 Reports & Minutes

- Confirmation of Committee Reports receipt
- Station Manager Reports – highlights/questions
- Approval of November minutes

Exec 10

6 Discussion and presentation:

- The Purpose and Priorities of the Board of Directors George (RACC) 20

7 -- BREAK 5min

- 8 Robert's Rules Primer Reuben D. 15 9 Nominating Update

- Potential new board members in the pipeline!

- Target date for voting on new board members: January 2019 board meeting

Ruban L, KatMeow, Nick 5

10 Annual General Meeting (AGM) planning

- AGM is in September 2019

- Board members are needed to lead a Planning Workgroup.

Exec 5

11 HR Update

- Employee Policy Handbook status Exec 5 12 Committee Update: Board Members on CAB not needed Exec/Zale 3 13 Closed Session Exec 10 14 Logistics:

- January board meeting date confirmation

- Food for January board meeting 3

15 Adjourn Meeting + Cleanup

- Tidy up meeting room, wash dishes, etc. All 10

TOTAL TIME: 120 minutes

December 17, 2018

Start: 6:11PM

Present: Danielle P, Nick D., Ruben L. KatMeow G., Shaheed H, Reuben D. , Zale, George,

No Public Comment

Updates:

Zale will send out electronic Board Packet by January 9th 2018 at 6PM

Please all board members, review policies before hand.

Station Manager Report, Station Manager

Approval of November Minutes:

Board does not have quorum:

Executive committee moves to approving the November minutes on behalf of the board minutes that are present.

Members present voted unanimously to approve minutes

The Purpose and Priorities of the Board of Directors

George (From 7pt Leadership Training and Culture Leadership RACC Training)
Presents

It is not uncommon in the non-profit world to struggle with getting quorum.
Moving money from checking to reserve is a good thing. (Seldom do orgs move money into the reserves) so KBOO is doing great in that aspect.

George works on planning for organizations to strengthen organizational side to better support folks to do the programming side.

Works with numerous Arts and Culture organizations.

Focus on

- 1) Raising money and how much.
- 2) Recruiting folks for the board
- 3) What is the purpose and function a successful board-there is no singular model, each org has its own operating reality. (KBOO Foundation Board is not like the Status Quo Model)

How do we more successfully recruit board members?

Start with your known universe (aka Membership)

Choose a segment of that universe and meet with folks, thank them for what they already do, then ask if they are interested in deepening their relationship with KBOO. Have a 'menu' of what the board needs and pursue a pathway where their skills intersect with board needs and specific expectations of board members before appointed to board.

Communally develop work plans for each individual board member. Personalize work plans without 'shoulds' or 'nots'.

Sign work plans which can/may change organically without blame.

Questions for Board

How do we engage with human help?

-Old thinking people can only help if they join the board-New way folks can participate with out being on the board....Using "Resource Council" which functions as a way to recognize volunteers who do work that typically fall on board.

What are all the job needs and tasks that we need to do as an organization?

-We need to list and find allies.

-We need to find priorities that are most critical.

Expectations for Board

- 1) Any member of board must have a deep commitment to the org, it's mission and it's activities.
- 2) Every board member must participate in raising community recognition, visibility and awareness of what the organization does (this is an ongoing process) Ask who needs to know about KBOO?
 - People we already have relationship with-how we can we deepen and expand the relationship
 - People who we don't have connection with
 - People who have an idea that is incorrect about KBOO
- 3) Development and fundraising by all members of the board
 - Creating an umbrella of understanding
 - 95% is development of relationships %5 the ask
- 4) Board members personal financial donation each year. 100% of membership is donated each year by each board member.

Annual Meeting Participation

Begin Planning Meeting in January-Please bring ideas to the next meeting on Monday, January 28th 2019

Ruben Presentation on Robert's Rules

Purpose of these rules

- 1) Guiding Meeting.
- 2) Helps make decisions/make and pass motions

Hand out given [Linked Here](#) as a background document (not as hard pressed, carved in stone process.)

Zale: Some boards vote at the beginning of meetings not to use moderated Robert's Rules or motions not use them at all.

Chair cannot make motions.

Board Chair can ask "Do I hear a motion to approve the agenda?"

Board member can then say, "I move to approve the agenda"

Board member seconds, "I second to approve the agenda"

Chair says all those in favor.

Secretary writes all the process down and tallies votes in meeting minutes.

(Chair also calls on people in the case that discussion needs to happen. Chair calls on people in the order of who raised hands to speak to discussion, when applicable)

Nominating News/Updates:

Interested Parties

Dan Schramek interested incoming to January meeting

Cara Defillipius

Emma Lugo is interested in coming to January meeting.

Discussion regarding voting by phone, is there a procedure when we do not have quorum, for voting folks onto board.

HR Updates:

New Employee Handbook coming out **Jan 8** to help with transparency and ensure more equity in line with foundation mission and with regard to work environment and employees ability to continue healthy work life balance among other things.

New Development Director Interviews in progress: handful of qualified applicants

CAB- does not need to have board members according to bylaws

Board enters closed session 8:03PM

Exit closed session:8:53

Board needs quorum at next session to elect new members.
Ruben will reach out to Marvin to ensure he can be present.

Danielle: Moves to adjourn

KatMeow: Seconds

Adjourn: 9PM