

BOARD APPROVED MINUTES
Redwood Community Radio
Board of Directors Meeting
March 23, 2010
Humboldt House Inn,
Garberville, California

- I. **Call to Order:** Katie calls to order at 1:10pm, ground rules are read, BR is appointed timekeeper.
- II. **Roll Call:** Board Members: Katie McGuire, President; Jama Chaplin, Vice-President; Johanna Hamel, Secretary, Felix Omai, Member Rep.; Larry Lashley, Programmer Rep.; James Ficklin, Programmer Rep.; Rob Bier, Appointed Rep; *ex officio* member: Brenda Starr, GM. Absent: Meghan Joyce, Treasurer, and Marcia Bauer, Appointed Rep.
- III. **Minutes Approval:** Both January, 2010 and February, 2010 minutes are unanimously approved after a few minor changes are incorporated.
- IV. **Agenda Approval:** Approved unanimously after the following changes: the closed session is cancelled; add X.D – Building addition check-in; add XIV H. Choose BOD member to attend staff meeting.
- V. **Open Time:** Kim Kelly presents three topics of interest: Can we kick off the Spring Pledge Drive “live” from Shelter Cove? A raffle for quality art items to benefit the building fund is brought up, and Kim suggests acquiring AEE Building with \$\$ from the Marian Mapes –Bouck Estate (If this happens). Katie directed Kim to bring these ideas to the Development & Pledge Drive Committees, appropriately.
- VI. **Management Report** (see report): GM states that she has checked auditor candidate Diane Watts’ references and they look good, although auditor info. was left out of the Board packets. GM still plans on hiring someone to do 2009 year-end financials before the May 15th CPB deadline in order for CPB to issue our next funding check.
- VII. **Questions for Management:** Jama requests an update re: the Marian Mapes-Bouck Estate. Per GM, “20 acres in Spy Rock will go to KMUD. The family is not protesting the property going to KMUD”. Also, Jama asks if the job descriptions/contracts are in a binder at the station? GM apologizes for delay & will get this info. within 3 weeks.
- VIII. **Consent Calendar:** Both items here (Grantwriting Policy & Building Committee Job Description) are unanimously approved. Here is the final wording of the Grantwriting Policy : “Grants submitted on behalf of RCR may be initiated by Management except as they entail new projects or staff

positions, or represent any major changes for RCR. Those latter grant applications shall be approved in concept by the Executive Committee in advance of any significant investment of work time. If there is any doubt about these criteria, ExCom approval shall be sought.”

The final wording of the Building Committee Job Description is as follows: “To work in conjunction with the GM and BOD to implement construction projects and improvements to the KMUD facilities including establishing timelines and budgets for projects, weighing bid options for approval, and the recruiting of volunteers for labor.”

IX. Finance Committee report: (see report): Note: Per GM, numbers on Balance Sheet for Acct. Receivables are incorrect...corrected financials forthcoming.

X. Unfinished Business:

- A. Auditor Selection & Contract: Jama moves that we accept Diane Watts’ proposal to be KMUD’s Auditor – motion passes with all voting yes except for Johanna who abstains. GM reports that, once year-end financials are resolved, she needs to give figures to CPB, and then our next check can be released.
- B. Amazon Link: Website representative Felix requests we table this until next month – motion passes unanimously.
- C. Strategic Plan: Katie stresses the need to act on this – specifically the paired groupings with delegated assignments. Jama will forward this info to us.
- D. Building Report: Per GM, we are still waiting for the engineer to sign off on plans that get submitted to county – she anticipates this will happen in April.
- E. Building Addition: Jama’s Jan. 26th memo asking if the extension could be bigger & if it was too late to modify plans (with reasons given in her memo) was answered by GM – “No – it is too late to modify plans.”

XI. New Business:

A. Pledge Drive Committee Proposal is unanimously approved. Felix clarified that GM is part of this committee. GM clarified that GM oversees all fundraising activities, including the on-air drive.

The proposal to the Board for Pledge Drive Coordinating Committee is as follows: “It is proposed that the Spring and Fall On-Air Pledge Drives be organized by a coordinating committee of paid and unpaid staff. This committee will be a sub-committee of the Development Committee. The committee will be empowered to provide direction as to themes, create the Silent Drive letter, and organize the many volunteers it takes to staff the pledge drive for the agreed-upon length of the campaign. The committee will determine the length of the drive, and when to end the drive. The committee will conduct trainings for volunteers and staff in the skills needed to pitch,

produce and coordinate the daily work if the drive.”

- B. Mediation Committee Grievance Procedure: It’s a work in progress.
- C. Election Committee Appointments: Jama will prepare Binders for new Board Members, Johanna will conduct the Programmer Rep. and committee member elections; Rob will conduct the Member Rep election.
- D. Appoint Building Committee Chairperson: Larry Lashley is appointed Chairperson.
- E. NFCB Conference attendance proposal from GM fails to obtain enough passing votes. Rob makes a new motion to send three people to this conference, which passes with all voting yes except for Jama & Johanna who vote no. Jama expresses budget concerns over the Building Addition and KMUE upgrade projects.

XII. Reports:

- A. Technical (see digital conversion printouts)
- B. Program Director (see report)
- C. Programmer Reps: Johanna reports that the March 1 Programmer/Volunteer meeting was attended by around 25 people & included many great discussions including a clarification of the GM Evaluation mandate in KMUD Policy; a presentation of our 2010 Events calendar; the Pledge Drive Committee’s need for direction from the BOD to clarify “who’s in charge?” of the fundraiser; GRC; KMUE upgrade; EMF issues ...AND we all got to meet our fabulous new volunteer coordinator/administrative assistant Cindy!!
- D. Member Reps: no report
- E. CAB – no report
- F. Correspondence Secretary: Thank you notes will be sent for yard clean-up.

XIII. Committee Reports:

- A. Development – no report
- B. Mediation – (see New Biz. B)
- C. Policy – did not meet this month
- D. GM Evaluation Committee – evaluation in progress
- E. Emergency Preparedness: still looking for a small trailer for a mobile studio.
- F. Website: Felix reports on various upgrades to our constantly improving website.
- G. GRC – Laura Flanders will come as guest speaker for expenses only!
Also, GRC is ready to pay for insurance coverage issue.

XIV. Meeting Schedule:

- A. Ex Com: TBA
- B. Finance Committee: April 16 (time TBA)
- C. Policy: 4pm April 13 @ KMUD
- D. Building: TBA
- E. Board of Directors: Tuesday April 27, 5pm @ Healy Center
- F. Staff Mtg April 7 10:30am (Rob)

G. GM Eval Comm/BOD 4pm April 6th

Meeting adjourned at 3:55pm

**BOARD APPROVEDD FINAL MARCH MINUTES RESPECTFULLY
SUBMITTED BY SECRETARY JOHANNA HAMEL JULY 7, 2010.**