



KBOO DRAFT Board Agenda rev-12/14/2013
December 16, 2013 6:00 pm
KBOO: 20 SE 8th Street

- 1 Welcome KBOO members and visitors
- 2 Introductions (2 min)
- 3 Announcements and Upcoming Events (2 min)
 - Film - 'Round Midnight, Clinton Theater: Dec 12, 2013 7:00 pm
 - Peoples Coop Board Meeting Dec 17 5:30pm - 8:30pm
- 4 Opening Public Comments (10 min)
- 5 Minutes Approval November 25, 2013 (5 min)
- 6 Finance Coordinator's Report (20 min)
- 7 Station Manager's Report (10 minutes)
- 8 Staff Report – Staff liaison to the board – Postponed.
- 9 Board Reports (15 min)
 - FCC Renewal Update – Adin Rogivin
- 10 Issues to track – updates: (15 min)
 - Policy manual update, expected completion date?
 - Monthly membership and fall pledge drive results
 - Who is the board liaison to the personnel committee
 - Community Calendar – What is it? Is it coming back? Options?
 - KBOO alias maintenance. Request report on aliases.
 - Nominating Committee: Who is the liaison? Next meeting?
 - Committee membership list
 - Manager report submitted via email?
 - What financial reports should be uploaded to the website?
 - Who is the liaison to the web steering committee?
 - Who is the liaison to the manager search committee?
- 11 Consent Agenda – no items
- 12 Interim Station Manager Job Description: (15 min)
 - Sponsor: Mark Sherman
 - Purpose: Insure that the station manager (Victoria Stoppiello) scope of work is complete, and representative of what can be accomplished by the end of February 2014.
 - Motion/Decision to be made: Review job description and assign as needed if task is not complete.
- 13 Follow up to Plan Development Process discussion from last month (10 min)
 - Sponsor: Adin Rogivin
 - PROPOSED MOTIONS: The Board appoints the President to work with the Interim Station Manager to develop a plan incorporating all staff and committee activities that will



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coordinate to contribute toward achieving the goal established by the board of 6000 members.

- 14 min) Establish annual membership dues that qualify a member to receive a ballot. (15 min)

Sponsor: Adin Rogovin

DECISION TO BE MADE/PROPOSED MOTIONS: What shall the annual membership dues be set at? What data, if any, is needed to determine the dues amount? How shall that data be acquired?

Each member of record who has contributed at least the annual membership dues shall receive one ballot regardless of the total amount of their contribution. More than one person in a household must each have contributed at least the minimum dues amount and be recorded as a separate member in order for each to receive a ballot. The Station Manager shall be responsible for this to be understood and implemented by all staff and volunteers so that it is clearly explained to all new and renewing members and reflected in the membership database.

- 15 Emergency/New Business (15 min)

Motion (Micheal Wells): The Board approves the following check signers for all KBOO accounts: The Board President, the Board Treasurer, the Station Manager and a staff member recommended by the Station manager. Currently, these will be Adin Rogovin, Michael Wells, Victoria Stoppielo and Kathleen Stephenson.

Motion (Michael Wells): The Board approves doing an audit of the Foundation's fiscal year 2013 finances. The auditor will be Kris Oliveira of Kern & Thompson.

- 16 Closing Public Comments (10 min)

Programming comments from a listener 12/6/2013

Letter submitted by Bruce Silverman – 11/26/2013

- 17 Closed Session – personnel issues (15 min)

- 18 Reference Materials

Interim Station Manager Job Description – Submitted by Michael Wells

Finance Committee Minutes – Submitted by Michael Wells 12/11/2013

Governance Committee Minutes – Submitted by Ani Haines 12/9/2013

Programming Committee Minutes – Submitted by Erin Yankee 12/10/2013

Membership Engagement Committee –Submitted by Timothy Welp

Staff Minutes 11/26/2013