

3/22/21 MEETING NOTES

March 22, 2021

KBOO Foundation Board Agenda

Via Zoom Meeting: <https://zoom.us/j/466500368>

6:00PM-8:00 PM

Notetaker/Poster: Jessica

Stack: Laurie

In Attendance: Board Members- KatMeow, Stephanie, Laurie, Emma, Jessica, Brian

Absent: Board Members-Marvin, Karla, Shaheed, Layla

Approved Absences: Alyssa, Ruba

In Attendance: Community Members- Eugene, Diablo, Celeste, Jenna, Zale, Sage

1 Call to Order /Introduction 5min

- Alyssa is absent for 30 days who can take notes tonight?
 - Jessica volunteers to take notes
- [Review Abbreviated House Rules](#) & KBOO Mission
 - KatMeow reviewed house rules and mission
- Round of introductions

2 Approval of Agenda 1min

Move to table management review to the next meeting and budget, not at quorum now. Moving public participation to the top of agenda

Motion to approve: Emma

Second: Jessica

*Tabled until we reach quorum

3 Approval of February meeting minutes 1min

Motion to approve:

Second:

*Tabled until quorum

4 Public participation

5min

Moment of Silence pay tribute to Beth Hyams who died on March 12
<https://www.opb.org/article/2021/03/19/remembering-opb-journalist-beth-hyams/> from diablo story about her work on OPB etc.

5 Station Manager Report

10min

Jenna- Donor stewardship plans in board folder on drive

Waiting on union approval

No success so far on search for Development Director or Membership Director- discussion around changing pay structure so they can offer a market rate, but need union and staff approval. KBOO has a \$1M annual budget, and needs a strong development director to meet budget needs, Celeste consulted with a mentor who suggested combining membership and development director roles to be able to offer a higher salary.

Facilities- working with energy trust for building repairs

HVAC repair moving forward and installing lighting

Prosper of Portland?

Urgent committee reports

2min each

Zale (speaking on behalf of personal governance committee- would like Development committee to policies in board report in personal governance committee folder

Link to Personal Governance Committee March Board Report:

https://docs.google.com/document/d/1i-KZ591R75P0D1nJGjV-e_BYQfbB2THIOEZIrKYDLps/edit?ts=60594aab

6 Old Board Business

15min(total)

Review for Management vote

Tabled for next meeting

MOU Review to clarify end dates

2min

Would need to secure additional funding to extend contract to another year.

Share link Debrief on BAM event

1min

Review success and struggles for next event

Major Donor Call Debrief

2min

Deadline was today for board members to do these donor outreach calls but some folks need an extension. KatMeow is offering another training opportunity for board members who want to help with this.

Grateful Dead marathon coming up on 4/3- looking for matching donors.

How do we get new donors?

Businesses you have relationships with.

Oregon Cultural trust tax break up to 1k for non profits.

Thank you for thank you notes **1min**

Thanks to everyone who helped with this! We hope to have board members write thank yous to the people who they called that also gave.

Board Zoom Account Update

KatMeow is working with MacRae to set up a Board zoom! Then the board can have working sessions without interfering with the station zoom account.

April Board meeting will have a new link! The website should be updated in about a week

BREAK **10min**

7 New Board Business **45min(total)**

Fundraising Discussion **15 min**

What constitutes a board fundraiser?

Ideas for different events & share docs/sheets

Reflecting on BAM event we need to be aware of how much staff time goes into an event, and whether it's a board event or a station event

Brian:Goal: For the board to contact folks in our circle of influence to become donors to KBOO.

1. Create list of contacts
2. Deliver emotional appeal for support (one-time or monthly) with compelling reasons and needs.
3. Get pledge and follow up to get check, credit card, stock, etc.

We spend a few minutes at each BOD meeting reporting on and celebrating our success. What's success?

- Creating your list
- Making calls
- Getting pledges and collections

Rewards for success?

Small fines for doing nothing?

Create esprit de corp

Find out where people are stuck

It seems we keep leaning on staff and/or the BOD. Where are all the volunteers?

-Laurie started a project last year of an appeal for people's personal networks, Brian is promoting using a spreadsheet to track each board member's progress in outreach. Tom created unique links for people to donate through a specific board member's participation.

-Jessica noted that some folks have capacity for planning fundraising events, and others have a greater network of higher level donors.

-Brian requests an accountability system to track how we are keeping with our commitment to fundraise via the board. And we should all be inviting our community to become members!

-How can we track our progress and encourage each other to fundraise?

Most are tracking progress on their own.

Have them use the website to donate.

Grant Board Work group

25min

Lots we need to raise money for

-Archiving Grant need to digitize/archive cds- looking into grants for this

-Staffing Grant for management and staff living wage raises

-Digitizing our CD library Grant - see above

-Oregon Historical Society to hold archives Grant need money for Oregon Historical Society to store

Jenna- we need professional development grants- for certification for Arthur 1k at least.

Laurie- how can we get board members who are absent involved - support them in working together, nudge toward working together, mentor each other

Brian- we all have a lot going on; it's okay to resign. We need board members to commit and also do the work. But if people have too much going on that they can't make meetings we can't get the work done. And

we love everyone regardless, but if they choose to step aside we can fill the seats with folks who can do the work.

Emma- fundraising is not the only role of board members, the role is also oversight, and Emma believes we need to cultivate this aspect of our work.

KatMeow- do other board members feel comfortable reaching out to absent board members and check in about their commitment?

Celeste- we are in the process of FCC transfer, and ideally board member changes will pause until this is clear.

Emma- it has been very challenging to fill the board, and we should be strategic in encouraging anyone to step down, because it took a long time to get to this point

Zale- If a board member misses the board meeting three since november election they can be removed.

KatMeow- reservations about removing people- historical issues with mistrust due to bureaucratic removal of board members and this is a different kind of community where we look at each other as humans first. And taking care of each other is everyone's job.

Strategic Development Visioning Meeting

set date for larger discussion

5min

Brian- sent link to a 45 min video about appreciative inquiry- a process where you build on what's working. Asking visionary questions rather than problem solving <https://cvdl.ben.edu/executive-education/leadership-development-training-webinars/>

8 Open dialogue & discussion

5min

See discussion above

Brian asked we consider a better project management software or program to make more effective committees and board work- discussed with Emma in a separate group. Could be more user friendly than google drive.

Staff uses Matter Most.

Suggestion to use slack or something similar

Celeste says its not reasonable to ask staff to use another platform

Zale suggests if anything that we use Matter Most since staff are familiar with it and already use it

9 Emergency Items

10min

No pressing items

10 Comments or announcements

5min

No further comments or announcements

Emma appreciated KatMeow for always taking the time to connect with people

Brian appreciates Emma's positivity

Zale also appreciates KatMeow

Jenna wants to acknowledge our Asian American community and remind everyone to care for the Asian people in our community after this really rough week of violence against Asians

11 Public participation

5min

Diablo really appreciates all of the hard work of the board!

12 Adjournment:

1min

Laurie- Motions to adjourn

Jessica- seconds the motion

The next meeting is to be held on Monday, April 26nd, 2021 at 6:00PM

To join the meeting, click on the link sent by email or found on the website. Do not log into any zoom account, unless you are the chair/facilitator.