

Personnel/Governance Comm July 2021 Minutes

Attending members: Zale (chair and notetaker), Gene, Jenna, Emma, Ruba, and Tim

Itinerate attendee: Celeste

Meeting called to order: 7:20

1. June minutes (linked [here](#)). Approved.

2. Report back from the June board meeting: bylaw revision rationale language passed.

3. [PAC Policy Review](#)

Jenna: concerned that Policy 6 is the only policy that defines a committee. There aren't other policies describing what other committees do, or what other staff members' responsibilities are at their committees. Should this be scrapped?

I agree that we should update the handbook to have its own language about indecency.

Gene: Programming is the most important part of KBOO, and it's a place where programmers and members can have a say regarding the programming at KBOO. Earlier program directors' actions made PAC members want a policy.

Celeste: There have been other PDs who made changes that required a policy, but it's time to review it. Not clear all of this power should be given to the PAC.

Gene: Program director made a decision to remove the Soul Strip of programming.

Celeste: When volunteers or programmers had a beef, or with staff actions, PAC was the one place they could go to get an audience.

Zale: wants there to be a policy, so programmers and members can know how programming is determined

Celeste: It can be a double-edged sword. It's been used as a tool against staff and/or programmers who might not be popular at the moment. Has been used to remove Black programmers.

Jenna: PAC, in reality right now, it's an advisory group. It is not deciding what's going on-air. Not operationally feasible or appropriate (since that's what we hire staff for). When there's an opening: the PD (Azi) takes program proposals to PAC, who gives their evaluations to Azia, but Azia is the person who decides what programs get on the air. They help PD stay within our mission and guidelines. The PD has a good relationship with PAC right now, but it's not always like that.

Emma: Celeste's point about using programming changes against people needs to be remembered. Also, Jenna's point about PAC being strictly advisory. But, the bigger picture: how do we make decisions about programming at KBOO?

Zale: Jenna's description of the PAC satisfies me as a listener/member, that there's a collaborative process regarding programming.

Tim: Jenna's description is accurate. There's just not enough bandwidth to make more decisions. The recent program evaluations were a huge project, and it's not clear when we'll be able to do that again. Like the idea of there being very clear about which violations would be considered minor, etc.

Jenna: Really good question about what violations are minor, etc. This is something to be brought to PAC. The changes suggested by PAC address a lot of that problem with packing the committee, for example.

Jenna: moves that we accept the changes as made by the PAC to Policy #6, and recommend we send the policy revisions to the board.

Gene seconds

The committee unanimously approves this motion.

Jenna: had a conversation about Policy #34 (Obscenity/Indecency) with Azia. Programmers are required to understand FCC rules; we don't have other rules. I don't know if we have to have a policy that says we have to follow the law. Azia agreed that there was no reason for this policy.

Emma: Maybe there's some way that we could write the language to show what programmers can do. For example, how can we have sex-positive conversations on the air? A way to institutionalize good guidance.

Celeste: Maybe a working group to check in quarterly on this matter. The FCC doesn't officially make changes, but they "imply" changes. Would be good to be flexible and check in from time to time. The FCC keeps its policy vague on purpose, so it's important to check in about who's on the FCC, who's in office.

Jenna: This is something to be taken to the PAC.

Gene: looking at it from a defensive legal point of view, if we say that everyone on the air has had this training, and has signed this contract, that's great. My experience is that's not always true. Used to be that, if someone on the air created/allowed an indecency, but who hadn't signed the On-Air Contract, we could point to this policy. If it can be guaranteed that no one will be on the air without signing that contract, then it would be fine to remove this policy.

I agree that we should update the handbook to have its own language about indecency

Jenna: We recommend to PAC that language about indecency/obscenity should be added to the handbook, and then look at policy 34 after that. Zale will do so.

Jenna: moves that we accept the changes to the Programming Changes policy (#22)

Gene seconds

Zale: It sounds to me that any violation of the On-Air Contract goes through this process.

Jenna: If someone wants to make a small change, then they just work through that process, but if someone wants to make a major change (like change a 3-hour music program to a newscast), then Policy 22 goes into effect.

Tim: like if a folk-strip program changed to hip-hop

Celeste: Yes, this is my understanding. One example: Latinx or Caribbean programmer started speaking to a lot of issues in that country.

Jenna: Like, what if the programming team decides to have music up until noon M-F--no more news and public affairs

Gene: Like, if the Old Mole decides that they want to run an hour of old comedy shows from the 1960s.

Tim: the violation part still needs to be in there.

Zale called the question: unanimously against the motion

Jenna: Moves that PAC needs to add clarifying language to show if this policy is in reference a single program, or the entire programming grid, or both. Zale will send revised [PAC Policy Review](#) document, with changes marked, back to Azia.

Gene seconds

Unanimously approved.

5. Bylaw revision regarding notice to members.

Gene moves the change be made per other document

Ruba seconds

Jenna: why not include email?

Gene: accepts friendly amendment

Celeste: add on-air notification.

Zale: my concern is that, if on-air announcement is added, then someone one day could decide that announcing things on the air is the only way we notify members.

Celeste and/or Jenna: let's not remove mail as an option, as it's one of the few things we mail out to everyone.

Gene: just trying to remove Program Guide and replace it with website.

Celeste: let's include electronic notification methods now, so we can use it later.

Gene: motion withdrawn

Jenna: moves that the following bylaw revision be sent to the board for their approval. Gene seconds.

Article 5- Membership Meetings

Section 4. Notice of Meetings. The corporation shall notify members of the place, date, and time of each annual and special meeting in person, or by telephone, by mail, or publication in the Program Guide. Notification shall be no fewer than fourteen days, or if notice is mailed by other than first class or registered mail, no fewer than thirty nor more than sixty days before the meeting. Written notice is effective when mailed postpaid addressed to the member's address shown in the corporation's records of members. Notice of an annual meeting shall include a description of any matter or matters which must be approved by the members under Chapter 65 of Oregon Revised Statutes. Notice of a special meeting shall include a description of the purpose or purposes for which the meeting is called.

Unanimously approved. Ruba will bring this to the board.

Emma left the meeting at 7:30.

At 8:20, the remaining committee members agreed to table the rest of the agenda, they affirmed their ability to attend the next meeting (August 9), and they adjourned the meeting.

The following items were tabled until August:

TABLED FROM JUNE: New Policy: Conflict of Interest Policy for the board.

TABLED FROM JUNE: EEO/Affirmative Action Plan (Policy #13).

- Zale says [this is a very old policy](#); some of it is even illegal today.
- Jenna has started making notes on this [draft revision from 2015](#)
- Gene says we need to consult with the People of Color Caucus on this policy.

Policy: [hiring policy \(no. 53\)](#)

- Update the part about station manager hiring committees: to include 1 staff member to give guidance during the process. And 1 community member to be present. Same POC and women composition as staff hiring.

New Policy Idea: Volunteer Rights and Responsibilities:

- The on-air volunteers information was added to the programmer's contract, and the non-air volunteer info was added to that document. Would it be a good idea to get that information back into a policy? Maybe one main volunteer policy, plus separate info for on-air programmers and non-air volunteer contract. Tim had these concerns: how are changes transmitted; how does the decision to make changes get made; who provides input?

TABLED Revised KBOO Vaccination Policy without language referring to the flu?

Review policy revisions from Finance Committee.

- [Check-signing](#) (No. 51) Did the finance committee approve our revision?
- [Spending outside the budget](#) (current version)
[W 39 Spending Authority Outside Budget working version.docx](#) (revised version)
Did the finance committee consider whether to define emergencies?

TABLED FROM JUNE:

- [Budget Process](#) (current policy) [revised policy](#)
- [New policy](#) about use of the KBOO credit card.
- [New policy](#) about online bill paying.

Review policy revisions from the Development Committee? The policies in question are:

- [Fundraising](#) (#9) and [Underwriting](#) (#19) modernizing language

Revise work plan (linked [here](#)) based on tonight's progress.