

## PAC Meeting Minutes January 12, 2016

### Present

Herschell, Roger, Celeste, Kathleen, Erin, Lisa, Per, Karen, Kip, Del, Mimi

Facilitator - Roger

Notetaker - Erin

### AGENDA

- Past Commitments
- Staff Reports
- Board Report
- Mentoring
  - Brainstorm group of volunteers who already mentor
  - Ask people how it works for them and gather information
  - Go through the Bread and Roses orientation packet for initial steps on mentoring process plan for PAC
- Recruiting
  - Orientation Materials - Erin will have this ready for January meeting, we'll start with a clean slate in 2016!
- Sub Group for Programming Policies

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### Past Commitments

- Del, Pam, Mimi, and Per will email Kathleen with request to hear sample program and with feedback
- Erin will collect orientation materials - next month
- Erin will get promo about PAC recruiting in rotation - next month
- Erin will put call out for members in the January edition of the All Programmer Email - Done
- All Committee members will evaluate one show. here are some options of newer programs. You are also free to evaluate any other program that you'd like to:
  - All Tuesday Night Queer Programming 6-7pm
  - Fourth Friday Voice of the Animals
  - Second and Fourth Friday 5:30-7am Cascadia CoffeeHouse
  - Second and Fourth Wed Midnight-3am Red Eye Sunrise
  - First and Third Sat 3-6am Artist Rising

### Staff Reports

#### Kathleen

- Meeting on Minimum Standards for program hosts
- Meeting about Archives – Working on counting the number of arts related programs in the KBOO Archives
- Working with Monie on Quarterly Reports
- Ani prompted us to start organizing International Women's Day on March 8<sup>th</sup>
- Because we don't have a bit of a break in the Membership Drive schedule, I'm hoping to work on some evaluations during the next month.

- Program Proposal Fri 11-noon once a month opening - heard from Del about listening to audio, any input from PAC? APA Revolution Radio, Holy Crowley Hour, Religion for Life applied. **APA Revolution Radio will do a pilot program January 22nd, and PAC Members will listen and give feedback to Kathleen by January 31st**

Erin

- the worst news of the month for KBOO was that David Lifton unexpectedly passed away. We had a very sweet memorial show, and Rita Rega (jazz music director) is taking over the spot.
- We had the final project of the 2015 Artist in Residence at the Clinton Street Theater, and applications are open for the 2016 AIR until Feb 12th. There is a promo spot running, it's in the newsletter, and posted on the RACC website
- There were lots of substitutions for subs between the holidays and the ice storm, we need hip hop subs and late night subs. I will work with Mic on recruitment.
- Oregon Community Media collaborative programming aired Dec 18th about housing issues statewide. We'll be having a board meeting in late January, and have collaborative programming about disaster preparedness planned for the spring.
- Production Three plans are moving along, we are deciding between 2 companies for the custom furniture building, and we should begin construction in late february or early march. The room will be finished in April.
- We have a new KBOO messaging plan, where the hosts will read promotional materials for KBOO, like vehicle donation, the new app, thanks to members, etc. it's a lot like what Kathleen writes for the morning board ops to read. it will start probably in a week or two, whenever Becky is ready with messaging.
- new idea for evaluations- sent out this email Jan 8th to Monday programmers to test out:
  - Dear Monday Programmers:I have had a hard time finding time to do program evaluations, and that is preventing me from an idea I had of meeting with all the programmers individually. Eventually this will be where we talk about program evals, but I am approaching it from a new angle! Let's meet and catch up about how things are going for you, how KBOO and I can support you, and maybe do a bit of listening to a past show together. Not sure if we'll get to it all, since i'd also like to meet for 20-30ish minutes, but it's an experiment. We'll never know unless we try. So, let's meet up! Feb 2 - March 19 is the window for this first try, and you know, the sooner you get in touch, the easier it will be to schedule. If you can't meet in that 6 week period, please let me know why as soon as possible so we can make other arrangements
- Had a meeting with Monica and Michael Wells to update them on the archiving plan, we made a 3 year plan, and a budget for the first year. This will help them identify and receive grants, and help us plan for our archival future!
- I have plans to be a teaching artist in a middle school with Caldera, it will be for a week sometime in the spring, looking like March. I'll keep you posted!

### **Lisa - PM News**

Great infrastructure of news, needs more people in it. Community Engagement piece she'll also be working on. Brings community connection and grassroots organizations on the news broadcast anchored with local and regional news. More live interviews. Needs to be issues oriented. And Cookies.

### **Board Report**

Del

- recruiting for 2 seats, one is a 7 month seat, one is for 1 year and 7 months. Looking for 10-15 hours a month commitment. Applications on the website and paper copies here in the building, deadline is Feb 15th at 5pm.

- started the strategic planning process for the next 3 years
  - Selected consultants
  - plan will culminate in 3 years with the 50th anniversary
  - They are going to start a phase of collecting information and doing surveys. Retreats, etc for input and information will happen in the spring.

#### NEW SUB GROUP - Programming Policies

- come up with revised policy, and also go over Staff Goals and figure out role for the PAC, at a 3 hour working meeting.
  - update language
  - #6 Program Committee Responsibilities
  - #22 Programming Changes
- Group and time to be decided on in January Meeting
  - Del, Lisa, Erin, Kathleen JANUARY 22nd Noon

#### Mentoring

- Brainstorm group of volunteers who already mentor
  - Del, Karen (Prison Pipeline)
    - gather information about their orientation and training processes within the collective
    - Del - what is most critical is the people that are not retaining information, see the people that ask for mentoring are people that know how to access information, not necessarily the people who are falling through the crack (Lisa - part of community engagement and outreach) Training is important part
    - Karen - collectives are contained, devise a shadowing protocol, let them have at producing, don't do that anymore because we want to see commitment. Don't see investment. New people want to host, but working on national issues without connecting it to local issues. PM News Director can sit in on meetings and bring gravitas of KBOO to the meeting, not just one member of the collective. Monthly meeting is requirement, missing 3 meetings you are out of the collective
    - Del - Bread and Roses having retreat because they've been growing, time to meet and discuss issues. Make sure it's working for everyone
    - Karen - more than eval, PM director come once every 3 months to make the connection.
    - Del - the other thing is organizing and community connection, getting people on the same page takes a lot of work and coordination.
    - Karen - collective runs great
    - Del - beauty of KBOO is that we're trusted, the program has autonomy. At times I'm sure it's caused headaches and we have to rely on backup programs, but it's also, for me, try to get everyone on Erin's programmers email, how you know what's up with KBOO. Both a great thing to have trust, but hard to not feel disconnected. "Volunteer more" spend more time at KBOO
    - Karen - has to be point person in the collective, engineers contact me cause they know I'm a point person
    - Del - feel the same, but I don't want to be in charge. This is the way we do things, other collectives have different ideas. Wanting people to get together to get on the same page of how we want to be with each other.
    - Karen - What does a collective mean to you? Go around and ask when you're recruiting. We have a whole process.
    - Del - TH have a trainers meeting, have a mentor meeting in Feb.

- Erin - talk to mentors before Feb, make a basic recommendation for looking into mentoring hole, meeting with collectives, how to recruit other mentors, will call meeting in Feb. **Erin will work with Del on Jan research and February meeting**
  - Mimi went through a feedback training today at work, talking about the way people give feedback can be laid out. **Mimi will share with staff and Del.**
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- **Erin and Del will go through the Bread and Roses and Prison Pipeline orientation packet for initial steps on mentoring process plan for February meeting**
    - New Collective Member Responsibilities
    - Shadowing
    - what do collectives need from KBOO staff
      - Staff Participation

#### **Facilitators for next meetings**

- February - Del
- March - Roger

Mimi has new job responsibilities and can't make it, request to change date of the PAC meeting.