

Roger, Jenka, Erin, Celeste, Hershell, Per, Del, Mimi, Pam

Facilitator - Roger

Note Taker -Erin

Agenda

- Last Month commitments around Recruiting for PAC Members
- Staff Reports
- Board Report
- Report on the new website - a sneak preview
- 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
 - Discuss recruiting for PAC - orientation materials

Here we go!

Last Month commitments around Recruiting for PAC Members

- facebook post -Del - Becky put a post for participation in rotation on the facebook page
- callout for volunteers in next newsletter - Erin - will put in Jan, since Dec was so drive heavy
- on air promo generic for committee membership - Erin recorded it, will be in rotation as of next week
- reminder emails to current committee members - did it on the day of meeting. Will try to improve

Staff Reports

Kathleen

- Most of the month involved working to get programs scheduled for Membership Drive and promoted on the website, so that they could be promoted on social media. Also worked to get thank you gifts.
- Took some comp time during the week of Thanksgiving.
- Attended training on "Ableism"
- Attended another Donor Perfect training
- Spoke with Lisa Loving about Democracy in Motion program, which she has been doing since May. She would like to submit a proposal to change the focus of the program. She will not be doing the show this month because she will be out of town. I will work with her regarding a new focus of the show when she returns.
- Received three proposals for the 4th Friday 11AM opening.
 - I am giving copies of the three proposals to Erin. Because I was gone just after the proposal deadline and then came back to Membership Drive, I have not listened to the audio yet. Appreciate any feedback on the proposal concepts and contents. I can make audio available to committee members if anyone wants to listen to the audio samples.
 - API Revolution Radio from Pamela Santos, Luann Algoso, and Alan Montecillo
 - The Holy Crowley Hour from Ken Jones
 - Religion for Life Portland Edition, from John Shuck

(Copies given to Del, Pam, Mimi, and Per. Will email Kathleen with request to hear sample program and with feedback)

Erin

- I have a New Office! Moving took a lot of time this month, but I am now organized, and settled. My old office will become a third production room, state of the art. We will be meeting about it later in the month to get an idea of timeline, etc.
- Winter Membership Drive happened. The Bluegrass marathon made about 10K, and the Different Nature Whizbang special broke their personal fundraising records, and was a lot of fun! We were a bit short of our goal, but had a relaxed atmosphere, very good for fundraising
- The Public History Interns have finished digitizing all the minidisks, besides the ones we have for Alternative Radio. The spreadsheet is greatly improved, with a closed vocabulary meeting PB Core standards, hyperlinked all the preserved MiniDisc audio to the Asset ID. Now Eric, of Aquameta, will turn the spreadsheet into a state of the art database. All members of the archive team will be meeting Friday with Michael Wells, and other staff to talk about next steps, and grant writing for the reel to reel part of the analog archive.
- Lots of substitutions around the holidays, I got to do a few extra shifts on the air, and new volunteers got a lot of air time filling in for the vacationing and the sick.
- College Music Journal had a one-day conference. Met folks from local radio (such as the internet only University of Portland people) and Washington.
- Cascade Media Convergence happened, great radio breakout session for a few hours, talking regionally about shared problems, and solutions that we could start moving towards. The notes have not yet been shared, but there was good stuff.
 - Also, as part of Oregon Community Media, I led a workshop along with Connie from KSKQ. Was rambling, but we had good perspectives to share on founding station, how to deal with conflict, programming, etc.
- Oregon Community Media next shared programming is December 18th about housing issues, with participating from stations in Warm Springs, Bend, Ashland, and us. We will be having monthly phone meetings, another shared program about Emergency Response/ Disaster preparedness in the spring, and will meet in Ashland on April 30th.

Jenka

- This is my last program committee meeting! I am moving to a new position: Web and New Media Coordinator. My new job will start at the beginning of January.
- KBOO News Research Club – new initiative – first meeting this Thursday - The KBOO Research Club is a peer-facilitated education project aimed at giving journalists and content producers a working knowledge of a wide array of research methods to take their projects to the next level. Topics we could pursue include data journalism, corporate research, archival and database research, and gaining a better understanding of common documents such as municipal budgets and SEC filings. Monthly training and another monthly workday
- Membership drive – pretty close to goal – launched it on Giving Tuesday. Special programs included The Occupiers, Scott Crow on Emergency Hearts, Molotov Dreams, The Lesbian Avengers on LGBTQArts. Fundraising continues with Give Guide and continuing matching.
- Website audio is now working correctly – both uploading and auto-archiving, and site is faster. Working on uploading the backlog of audio from the week that auto-archiving was off.
- The new site is going to be launched at the beginning of January, and the KBOO app will be launched at the same time.
- Grant writing for survey was not voted on as a priority for the staff for FY 2016.

Del - Board Report

- 2 open positions on the Board, nomination committee working to put process in motion. Early Jan will let folks know there is an opportunity to apply, short process. If you know good candidates, please let them know. Del is also on nominating committee, with Timothy and Leslie.
- Union Contract signed for 2 years. Staff got a small bonus, and 401k contribution starting at 3%. Made all starting positions higher, 15.40.
- New year for the board, new board members (Mimi, Gil, Kip) and new committees. governance committee has 3 policies that they want us to review

Policy Discussion led by Del

- If we decide policies need changing, call on staff and a smaller group of programmers including PAC people make a policy change. Once that is drafted, Erin would send out old and new policies to the programmers to get feedback, then bring a revision proposal to the governance committee.
 - Smaller group will be decided in January meeting when we know who the new PM News and Public Affairs Director will be

List of Policies (and you can read all policies [here](#))

#6 Program Committee Responsibilities

Roger - no need to change anything

Erin - few things, in developing B3 rights and responsibilities, the committee worked on it and then I presented it to the programmers, it never went to the Board, the way it says it should here. Is there a need to do so?

Also, there are always 3 staff members, that needs to be changed.

And, we are not soliciting input from community, but I do get emails about programming.

Pam - getting feedback from the community, we can put a feedback form online, and have people who email, ask them to fill it out,

Jenka - or keep a tally

Talk of Surveying the listeners...

Mimi - way to do it for free?

Jenka - we've tried, if we're going to do it comprehensive and meaningful, then no, we haven't found that to be possible.

mimi - if we work on a survey as a committee it's free

Jenka - distribution is where lots of cost is, targeting people we want to. We are getting membership data mapped for free, learning about targeting

Del - interested in doing some revision - small

jenka - much of this is in policies because we used to get CPB funding, and are applying to get it again. That's what the Community Advisory Board language is for.

Committee makeup

Pam - this is not happening - new language: get on the committee showing up, general member immediately, and voting member upon the 3rd meeting. removed as a voting member after 3 months of not showing, (general member is new language, more welcoming, and voting AT the third meeting, not after)

Per - missing 3 meetings - provision for excused absences.

DEI - get closer to the description? Or put in new requirements?

Pam - have to think about recruiting, ways that the committee needs to represent other groups.

Del - mention on Goals, responsibility giving feedback to programmers and getting community input, HOW are we going to do that? Get goals to come closer to what this document shares

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. Group and time to be decided on in January Meeting.

#22 Programming Changes

Jenka - take out program guide. mention the internet

ERin - a little background about the old process and the tension and defensiveness that it would bring. Discussion on the process, example of Hard Knock Radio. Lots of love for Hard Knock.

Erin - base program change reality in our new realities when the new website and streams are set. We should make minor changes to policies when we have a new PM News person in place....

#34 Obscenity and Indecency - waiting for Crigler to see if anything has changed. No news on the NFCB List Serve.

Evaluations

- Roger did some on Tuesday 6-7 timeslot.

Report on the new website - a sneak preview

- Pam - what is process for what gets on the website at what time? Are people going to go back to the archives and repost? Bread and Roses example... work of programmers to come to PAC and recommend old shows are posted?
 - volunteer programmers will be responsible. KBOO doesn't have a lot of our old archives, we'll get a process down, and then do a call out for more. It will be a slow and steady process.
- Mimi - from the Labor side, they may have archives.

Facilitators for next meetings

- January - Pam
- February - Del
- March - Roger

TABLED For Next Meeting

- 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

Before January 12th

- Del, Pam, Mimi, and Per will email Kathleen with request to hear sample program and with feedback
- Erin will collect orientation materials
- Erin will get promo about PAC recruiting in rotation
- Erin will put call out for members in the January edition of the All Programmer Email
- 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 Coffee House
 - Second and Fouth Wed Midnight-3am Red Eye Sunrise
 - First and Third Sat 3-6am Artist Rising

NEXT MEETING January 12, 2016. Thanks all!