

March 28th, 2022
KBOO Foundation Board Agenda
Via Zoom Meeting: <https://zoom.us/j/466500368>
6:00 PM-8:00 PM

Attending:

Board: KatMeow, Laurie, Layla, Ruba, Malik, Brian, (Charles
Out of town) Alyssa, Jessica
Community and staff: Tom, Zale, Arthur, Jenka, Joe Rowe, Ona,
and Emmanuel

1 Call to Order /Introductions 5min

KM, board

Zale-offer support to help board move forward

Ruba-board love kboo

Layla-finance-com executive support kboo

Brian-exec/finance love seeing all these faces

Emmanuel-prospective board member, KBOO been part of life grew up
in PDX

Joe, kboo member on and off taught at Jefferson, upset about a kboo
program

Ona Hershaw, loves kboo radio, roll up sleeves and pitch in and help
prospective interim board member

Laurie-board member in 3rd year, trouble shooting, happy to see folks
here

Alyssa- board, flustered but good to see folks

Tom/Development Director, previous and current kboo dev.dir. and here
to provide update.

Jenka-former staff until this past year, has institutional knowledge, super
appreciative at this meeting, offer support to everyone for work folks are
doing.

Arthur here to see about financial things we need

Jessica, board and had dental work

- [Review Abbreviated House Rules](#) & KBOO Mission

- Facilitation:KM
- Notetaker: Laurie/Alyssa
- Stack, timekeeper:Layla

2 Approval of Agenda

1min

3 Public participation

10min

Joe: Was on Facebook the other day, believes ODOT is full of lies “big pinnochio”, ODOT is bragging that they have a segment on KBOO, segment is 28 minutes long; ODOT bridge project harmful to the planet and people of color, these agencies have a history of harming our planet and selling disinformation, reaching out to the KBOO journalist directly but wanted to bring this to our attention.

Jenka: I am not mad, but my personal credit card was charged for KBOO’s website, Brian is aware and is taking care of it, needs reimbursement before the 14th, I am here and I am available, left extensive information for person filling former role, encourages us to reach out if we need any help.

Brian: sending check to Jenka and switching bills to different card

4 Approval of February meeting minutes

1min

Unanimous approval

5 Executive Committee Report

10mins

ExeCom: HVAC replacement in process for free and water leaks are repaired, still looking for station manager, waiting to hear back from a candidate today or tomorrow. Del is assisting with finding candidates for open positions, hired membership director, need to keep the union in the loop on these new positions, things are going better with staff and rebuilding trust. We did have a contracted interim bookkeeper and are in the process of requesting refund for the work they did not do, having finance committee meetings more regularly

Brian: Nancy is working on the accounting manual, need to contract with MacRae to finish up AFR the financial report for CPB, create a track record for how the next person will do it

6 Committee & Staff Reports

15min

Tom Lane-development director report - winter campaign update, fundraising goal was \$15K, actual was \$18K, followup mailer is \$13K, merchandise goal was \$2K and at \$1.3K so far, all thrills no frills 200 donors, next drive starts on April 15th, 4 donors committed for match incentive, professional grant writer who wants to help out with grants. Jazz appreciation month is in April, t-shirt fundraiser coming up, reminding people of car donations and other ways to donate. GiveGuide application opens April 1st, Brian came up with ideas for raffles, wondering if we are part of the emergency alert system regarding the transmitter as that will cover some of the funding. OnPoint grant for \$5K for youth, community development and DEI. Youth collective has money to be spent down and thinking about an appreciation picnic for youth, board, staff and volunteers, thinks it will be a good opportunity to get things going again and move forward, meeting with Collins foundation on April 1st to discuss opportunities, talking with Charles Bitner about Cuba trip, looking into Pride and Juneteenth parades. Appreciation for Tom from Laurie and Jessica

Removal of Todd, elected board member who has not shown up to any meetings or communicated

Nomination Committee-Two candidates -

Ona - grew up in Ohio, big radio fan, started volunteering with KBOO after retiring from working in 2014, has done some board work in the past, looking forward to stabilizing the station and wants to get back to serving the community again, great to hear the voices and enthusiasm in the room

Emmanuel Williams - born and raised in Portland, grew up on KBOO and underground and west coast hip hop, filled void of no urban station in the 90s, has a podcast since 2017, began to record at KBOO from 2018-2019 before the pandemic, loves the station and loves the space

7 New Board Business

25 min

VOTE: At next fiscal year, 10/01/2022 change KBOO foundation's capitalization policy to increase the threshold from the current \$1,500 to \$5,000.

What is for operations and what are capital items

Bookkeeper would need to keep it as an asset or Capital Assets list,

Brian/Nancy recommend setting amount to \$5,000

Ruba: had questions about what this means

Brian: makes tax reporting more complicated to have more items capitalized, raising the threshold would simplify the purchase of smaller items

Brian makes a motion to change KBOO's capitalization policy to increase threshold from \$1,500 to \$5,000, effective 10/01/2022

Second: Laurie

Unanimous vote to approve

Brian – Schedule working meeting to discuss budget, employee relations, etc

VOTE Removal of Todd

Laurie motions to remove Todd from the Board

Second: Jessica

Unanimous vote

VOTE Candidates

Ruba motions to vote Emmanuel and Ona onto the board

Second: Malik

Unanimous vote

Transmitter Discussion

KatMeow: transmitter not tip top quality, has been an ongoing discussion and Arthur has provided extensive information

Arthur: transmitter bought in the early 2000s is failing, never worked right from the beginning, attempted to move to HD broadcasting but it did not work right, analog setup is failing and full replacement is necessary, has spoken with two different manufacturers, going to NAB/PREC (public radio engineer conference) in less than a month will

be an opportunity to meet face to face with manufacturers to figure out what will be best for KBOO

Brian: wondering cost of the transmitter

Arthur: around \$88K, plus around \$3,500 shipping 20k install>unless we keep install mainly in house.

Jessica: what is the difference between that one and the less expensive one

Arthur: the more expensive transmitter has HD multichannel, more energy efficient, will last longer, can potentially rent out to other nonprofits or corporations to offset cost

Ona: Can prometheus help us with install?

Arthur: First full power install, prometheus does low power but may have some insight. 16 week turn around time once ordered.

BRIAN: Motion to authorize Arthur KBOO engineer \$3,500 to go to NAB and PREC conferences to try to make connections for the tower.

LAURIE: Second

Unanimous approval

Bylaw Revisions for Board Approval

10min

Article VI on electronic voting

Ruba: motion to approve

Layla: second

unanimous approval

8 Old Board Business

5min

Two Finance check in meetings scheduled

9 Comments or announcements

5min

KatMeow scored donations of Mac laptops for KBOO staff

Discussion of budget/finance review board work meetings, set times for Thurs 7-8:30 and Sat 10-11:30

10 Adjournment:

1min

Laurie moves to adjourn the meeting, Layla seconded

Unanimous approval

The next meeting is to be held on Monday, April 25th, 2022 at 6:00PM

If you're a user of KBOO's zoom account, please make sure to login to the board meeting using YOUR personal zoom account, not KBOO board's. Thanks!