

Minutes of the KPFK Local Station Board Meeting of December 21, 2013

The regular monthly meeting of the KPFK Local Station Board was held on December 21, 2013, 1:36 PM at The Peace Center, 3916 Sepulveda Blvd., Culver City, CA 90230, the Chair (Tejvir Grewall) being in the chair and the Secretary (John P. Garry III) being present. Richard Vega was seated as a new member. Board officers were elected. No minutes were approved.

Twenty members were present, constituting a quorum: Chuck Anderson, Ankin Antaram, Rodrigo Argueta, Fred Blair, Lydia Brazon, Steve Brooks, John Cromshow, Aryana Gladney, Tejvir Grewall, Kim Kaufman, Fred Klunder, Jim Lafferty, Brenda Medina (Vice-Chair), Dutch Merrick, Michael Novick (Treasurer), Steve Pride, Lawrence Reyes, Ron Priestersbach, Richard Vega, John Wenger.

One member was excused: Chris Condon.

Three members were absent: Nancy Kazar, John Parker, Lamont Yeakey.

Also present: Bernard Duncan (KPFK General Manager), Terry Goodman (Audio Recordist, Web Liaison, Election Teller) and members of the public.

Authority and Notice: This meeting was authorized by the LSB at its meeting of November 20, 2013. The date and location was posted on KPFTX.org the same day and email notification was sent to select members of the public.

Audio Recording: All available KPFK Local Station Board and Delegates minutes and audio may be retrieved through the master index page on KPFK's website:

<http://www.kpfk.org/index.php/lsbpnbmenu/160-meetingminutes>

[Audio Play All]

I.a. CALL TO ORDER (1:36)

The meeting was **called to order** by the Chair at 1:36 PM.

I.b. GROUND RULES FOR COMMUNICATION (1:37)

The Chair and out-going Vice-Chair (Merrick) reiterated principles for Board communication and public participation.

I.c. MEMBER TERMED OUT / SEATING NEW MEMBER (1:39)

Point of order from Cromshow: We received a communication from the PNB directing us to not do that [seat a new member]. No new member should be seated. After discussion, the Chair **ruled** that the new member shall be seated. Cromshow **challenged** the ruling of the Chair. After receiving a communication, Cromshow withdrew his challenge.

Richard Vega was seated without objection and made brief introductory comments. [0:06]

I.d. ROLL CALL (1:51) [2:00]

A quorum of twenty members was established.

I.e. EXCUSED ABSENCE REQUESTS (1:52) [3:13]

Anderson **moved to reject** Condon's excused absence request. Gladney seconded.

Condon's excused absence request was **approved** by a show of hands:
Yes—11, No--5, Abstain—3. [5:47]

I.f. DESIGNATE TIMEKEEPER (1:55) [6:50]

Medina volunteered to be the timekeeper. Without objection, a 90-second time limit for individual speakers was established.

I.g. AGENDA APPROVAL (1:55) [7:14]

The Delegates Meeting was placed after the LSB meeting without objection.

Medina **moved to amend**: There shall be a time-certain for adjournment of 3:30 PM. After discussion, Novick **called the question** on approving the agenda with a time-certain of 3:30 PM. Merrick seconded. Without objection, the board proceeded to a vote.

A time-certain for adjournment of 3:30 PM was **approved** by a show of hands:
Yes—10, No—9, Abstain--0. [11:22]

The amended agenda was **approved** without objection (see Appendix A).

I.h. MINUTES APPROVAL (2:03) [14:22]

There was a discussion of a correction to the October 26, 2013 minutes, which were tabled until substitute language could be presented to the Board.

Brazon **moved to postpone** approval of the October 26, 2013 and November 20, 2013 minutes. Motion **passed** by a show of hands: Yes—10, No—4, Abstain—4. [21:04]

I.i. ANNOUNCEMENTS (2:10) [21:54]

Medina thanked everyone who showed up for this meeting. Novick reported that Member Gladney has a court appearance on January 22, 2014 at the Inglewood Courthouse and encouraged Board members and the public to attend and support her. Reyes acknowledged Nelson Mandela and the Africa National Congress for their revolutionary activities. Grewall

thanked the station staff members in attendance. Cromshaw acknowledged the passing of former LAUSD Board Member Margie LaMotte. Merrick wished all a Happy Holidays and reflected on his Board tenure. He also praised the inclusion of Alan Watts in recent fund drive programming and called for Board collaboration. Argueta acknowledged the December 22, 1997 massacre of 45 Zapatistas by paramilitaries in Chiapas, Mexico. Cromshaw praised Senior Producer Christine Blodale's production of the Alan Watts fund drive programming.

II. SCHEDULING / LOCATION / ANNOUNCEMENT OF MEETINGS (2:16) [27:24]

Without objection, the next LSB meeting was scheduled for Saturday, January 11, 2014, 1:00 PM. A Delegates Meeting to elect PNB Director-Delegates will also be held at that time.

III. IMPLEMENTATION / FOLLOW UP / ACTION ITEMS (2:16) [28:02]

- a) Novick forwards log-in information for lsboard@kpfk.org to the Board (fulfilled via email on October 28, 2013). Novick repeated this information and reported on the creation of the contact.
- b) Brazon to forward the minutes of certain PNB committees to the Board (carried over from October 26, 2013). Postponed without objection.
- c) GM to follow up on a car donation by a Board member and determine whether or not the Membership Department was informed of the donation. The GM reported on car donations to the station.
- d) GM to look into station computer functionality. The GM reported that station computers will have to be upgraded soon because Windows XP is no longer being supported.

IV. CHAIR YEAR-END REPORT (2:20) [32:13]

The Chair reported on the completion of General Manager evaluation process. **Point of order** from Kaufman: That meeting did not happen [November 20, 2013 LSB Meeting]. There is no report-out on the meeting in question [executive session of November 20, 2013].

V. ELECTION OF OFFICERS (2:21) [33:13]

All candidates in multi-candidate contests made statements. Board members made comments in support of candidates and public comment was heard before each election.

Chair Nominations: Tejvir Grewall, Steve Brooks.

Grewall was **elected** by a secret ballot: Grewall—13, Brooks—7. [51:34]

Vice-Chair Nominations: Brenda Medina, Steve Brooks. [52:36]

[Audio Part 2 kpfk131221b.mp3]

Merrick **moved** to work through the recess. Lafferty seconded. **Passed** without objection.

Medina was **elected** by a secret ballot: Brooks—8, Medina—12.

Treasurer Nominations: Kim Kaufman, Michael Novick.

Novick was **elected** by a secret ballot: Kaufman—7, Novick—13.

Secretary Nominations (3:22)

John P. Garry III was the sole nominee. Running unopposed, Garry was **elected** by acclamation.

VI. GENERAL MANAGER REPORT SUMMARY AND Q&A (3:26)

The GM summarized his report, which was forwarded electronically to the Board prior to the meeting (see Appendix B). Discussion followed.

Kaufman **moved to extend** ten minutes.

Passed by a show of hands: Yes—16, No—1, Abstain—1. (3:33)

Without objection, thirty seconds was made the individual speaking time for the remainder of the meeting. Questions to the GM continued.

VII. PUBLIC COMMENT (3:38)

Public comment was heard for five minutes. (3:43)

VIII. GM RESPONDS TO PUBLIC COMMENT (3:43)

The GM responded to Board and public comment.

IX—XVI Omitted.

XVII. ADJOURNMENT

The meeting **adjourned** due to the expiration of time at 3:48 PM.

A Delegates Meeting was held from 3:50 PM to 5:08 PM in the same location.

Respectfully submitted by John P. Garry III, Secretary
(these minutes were approved on January 11, 2014)

Appendix A—Approved Agenda

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|---|----------|
| I. Call to Order / Opening Business | (15 min) |
| a) Call to Order | |
| b) Ground Rules for Communication | |
| c) Member Termed Out / Seating New Member | |

- d) Roll Call
- e) Excused Absence Requests
- f) Designate Timekeeper, establish time limit for speaking
- g) Agenda Approval
- h) Minutes Approval (October 26, 2013, November 20, 2013)
- i) Announcements

II. Scheduling / Location / Announcement of Meetings (5 min)

The next LSB meeting has been tentatively scheduled for Saturday, January 11, 2014, 1:00 PM.
A Delegates Meeting to elect PNB Director-Delegates will be held at that time.
PNB Committees will be populated in February.

III. Implementation / Follow Up / Action Items (5 min)

- a) Novick forwards log-in information for lsboard@kpfk.org to the Board (fulfilled via email on October 28, 2013).
- b) Brazon to forward the minutes of certain PNB committees to the Board (carried over from October 26, 2013).
- c) GM to follow up on a car donation by a Board member and determine whether or not the Membership Department was informed of the donation.
- d) GM to look into station computer functionality.

IV. Chair Year-End Report (5 min)

- a. Report-Out on Executive Sessions

V. Election of Officers (60 min)

- a. Chair Nominations
- b. Nominee statements (2 min each)
- c. Board question/comments on Chair candidates (2 pro, 2 con on each, 2 min per)
- d. Public Comment (5 min, 1 min each)
- e. Instructions / Ballot Distribution / Voting / Ballot Collection / Results
- f. New Chair takes the gavel

- g. Vice-Chair Nominations
- h. Nominee Statements (2 min each)
- i. Board questions/comments on Vice-Chair candidates (2 pro, 2 con on each, 2 min per)
- j. Public Comment (5 min, 1 min per)
- k. Instructions / Ballot Distribution / Voting / Ballot Collection / Results

- l. Treasurer Nominations
- m. Nominee Statements (2 min each)
- n. Board questions/comments on Treasurer candidates (2 pro, 2 con each, 2 min per)
- o. Public Comment (5 min, 1 min per)
- p. Instructions / Ballot Distribution / Voting / Ballot Collection / Results

- q. Secretary Nominations
- r. Nominee statements (2 min each)
- s. Board questions/comments on Secretary candidates (2 pro, 2 con each, 2 min per)
- t. Public Comment (5 min, 1 min per)
- u. Instructions / Ballot Distribution / Voting / Ballot Collection / Results

RECESS (10 min)

VI. 2014 PNB Director Election Nomination Period Announcement (2 min)

- a. Chair announces PNB Director-Delegate nomination procedure

b. Nominations from the floor	
c. Secretary accepts written nominations for PNB Director	
VII. General Manager Report Summary and Q&A	(15 min)
a) GM summarizes report (5 min)	
b) Board Q&A (10 min)	
VIII Public Comment I (questions to GM)	(7.5min)
IX. GM responds to public comment	(3 min)
X. PNB Reports	(25 min)
a) Directors (10 min)	
b) Committees (5 min)	
c) Board Discussion (10 min)	
XI. Public Comment II (questions to PNB Directors)	(7.5 min)
XII. PNB Directors respond to public comment	(2 min)
XIII. Committee and Task Force Reports	
a) PD Search Committee Report	(10 min)
i) Discussion of PNB Motion (see Appendix for text)	
b) Finance Committee Report	(0 min)
c) Outreach Committee Report	(0 min)
d) Personnel Committee Report	(0 min)
e) Governance Committee Report	(0 min)
f) Programming Oversight Committee Report	(0 min)
XIV. Public Comment III (during debate on pending motions)	(7.5 min)
XV. New Business	(0 min)
XVI. Old Business	(0 min)
XVII. Adjournment	
	Open Session Total min (180)

Appendix B—General Manager Report

PACIFICA RADIO KPFK 90.7 FM MANAGER’S REPORT TO THE LOCAL STATION BOARD

**Saturday, December 21, 2013
(Bernard Duncan, General Manager)**

Manager’s Overview

- The current KPFK fund drive is set to end at 6pm on Saturday 21 December, and looks set to achieve the goal of \$450,000. Thanks are due to everyone who has had a part in this.

- The management position of Development Director at KPFK was disestablished in October this year, reducing the staff complement at the station by one.

Volunteers and Interns

- Academia Avance High School – We have continued our partnership with Academia Avance High School in Highland Park. Two high school seniors began with us in September and two more will start in January. They spend time between 9am and noon at the station on two days a week, and float between departments as needed. Since last year’s interns proved to be a huge asset to the station, we are delighted to continue the partnership.
- VolunteerSpot – The KPFK Volunteer Coordinator has signed up with VolunteerSpot, a FREE online volunteer sign up calendar. On this site, volunteers can sign up for as many shifts as they like, and Volunteer Spot will send them reminders too. It also sends the Volunteer Coordinator a list of recent sign-ups with email addresses. We have had positive feedback on how easy it is to sign up and so we will continue to use it for future fund drives.

Programming

- We will have a number of specials over the holiday season, including eight and a half hours of extra music programming on Christmas Eve; and three plays on Christmas Day at 3pm, 4pm, and 7pm along with other special programming on the 25th.
- Major developments in the programming department:

We are still beta-testing the new, interactive News Department website. The beta-testing did result in the need for some significant re-design, having to do with the open publishing right-hand column on the page. We’re in the process of tackling that issue and we anticipate launching the site just after January 1.

The GM and PD decided that the pilot project *Focus on Food* has achieved a passing grade, and will now become established as a permanent KPFK show. The show will launch again after the New Year with a different name that reflects the project’s focus on issues of urban ecology as well as food (We’re playing around with “*Real Food and Farming*”, but are open to suggestion for a program title). Along with a 30-minute weekly show the program’s producers will also be contributing a daily one minute update on ecological matters and happenings around SoCal called your daily “*Watershed Moment*.”

We also continue to work on other pilot projects, including the further development of the *On Resistance* radio collective – which was founded by a group of young Occupy LA veterans.

We are also airing a new pilot project on Housing and Tenant Rights, hosted by activist Elena Popp, on the *Lawyer’s Guild* hour Thursday, December 26 at 3pm. This project is geared toward the production of occasional, high-profile specials; along with periodic public service announcements – perhaps once a week – providing updates and information on people’s rights as renters and home owners.

There are many other developments in the programming department, as always.

On a final note, KPFK has a great opportunity with the changes in format that have been announced at KTLK, which will take effect on January 1 (it is abandoning “progressive” radio

for an all right wing format with Limbaugh et al). Of course, KPFK must remain firmly in the Pacifica tradition of featuring underrepresented voices and community radio in a manner that was never part of the Air America legacy; indeed we need to work as hard as ever to expand our coverage and presence among working class and low income communities. So it is, along with that initiative, that we must not miss out on the great opportunity we have, as the only station in SoCal to have Thom Hartmann on five days a week – and we're planning on teaming up with the Hartmann crew to hit the ground running on January 1st with an (guerrilla) outreach campaign to build an awareness that KPFK is the last remaining left/progressive/radical station in Southern California.

Operations

- Facilities – There was a major sewage line back up a couple of weeks ago. The pipe running from the building to the city's sewer line was found to be corroded and roots of the trees had grown too thick in the pipes preventing a continued flow. We have had a new access point installed, but the pipe will have to be replaced completely in the near future.

The new Ricoh copy machines were installed and we are now enjoying enhanced features, functions, and an annual reduction of \$2000 in our lease cost for two copy machines.

- Google Ads – The ads program for car donations has been a success. Based on the results, we will consider using Google ads to promote the station and the car donation program on an ongoing basis. The following table outlines the results so far:

November 1 – 30

December 1 – 15

<ul style="list-style-type: none"> • 52 Visits – Number of visitors to your site • 49 Unique Visits – Number of unduplicated visitors to your site. • 103 Page Views - Number of pages viewed • 2.1 Pages/Visit – Average number of pages viewed during a visit to your site • Avg. Visit Duration – 00:01:57 • 8 Returning Visits – A person returning to your site for another visit an hour or more later • New Visits - 84% • November Vehicle Donations – 14 	<ul style="list-style-type: none"> • 51 Visits – Number of visitors to your site • 43 Unique Visits – Number of unduplicated visitors to your site. • 120 Page Views - Number of pages viewed • 2.8 Pages/Visit – Average number of pages viewed during a visit to your site • Avg. Visit Duration – 00:02:10 • 4 Returning Visits – A person returning to your site for another visit an hour or more later • New Visits - 91% • December Vehicle Donations thru the 15th – 14
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- E-waste Recycling Event – KPFK will be partnering with E-Waste Fundraising on January 25 9AM – 2PM in the KPFK parking lot for a fund raiser. We will begin the drop off a few days in advance, in order to give folks more of an opportunity to donate their e-waste. We are advised that January and February are good months for e-waste recycling.

- Telecommunications – KPFK’s application to participate in the California Teleconnect Fund has been approved. This will provide us up to 50% discount on our telecom services. That could mean a saving of as much as \$55,000 annually.
- Social Media – Early December we held a social media workshop led by the organization that handles our car donation program. Staff, programmers, and volunteers participated. The event was a success and we have been asked to hold another one by many people who couldn’t make it this time. The next Social Media workshop is tentatively set for January 14.

We are now planning to develop campaigns and playbooks for our social media strategies in promoting events, increasing brand awareness, and fund raising.

- Facebook – FB Total Likes is 14,350 with an average of 18 likes per day up from 13 per day. Our reach dropped 30.6% during the month of November compared to October.
- Twitter – Total Followers are now 2,789 with an average growth of 3 daily. KPFK was mentioned 249 during the month of November

Engineering

- Studios – The studios are generally in good condition and operating properly. Replacement of the studio microwave transmit antenna will happen within a few weeks.
- Malibu 90.7 Booster site – FCC approval for the Oat Mountain program audio microwave system is still awaited.
- Rancho Bernardo 93.7 translator site – The system is in good condition and operating very well covering much of northern San Diego County.
- Santa Barbara 98.7 translator site –The 98.7MHz translator is in good condition and is doing well covering the Santa Barbara area.
- Mt. Wilson 90.7 transmitter site – The Nautel transmitters are operating reliably and at full power.

Business Office

- Details from the business office as at December 20 are as follows –
 - Total Cash in Bank (not including the restricted Studio A grant of \$52,000) is **\$117,300** (\$158,000 on November 19).
 - Total outstanding payables stand at \$69,000.
 - Central Services fees are \$30,400.
 - We have yet to receive the second installment of our CPB funding.

Bernard Duncan
 General Manager
 December 20, 2013