

AGENDA
KPFK LOCAL STATION BOARD MEETING
April 12, 2026; 10:30 a.m. Pacific
VIA ZOOM (See Appendix No. 1)
(Meeting notice at Appendix No. 6, below)

2025-26 KPFK LSB Members

Rodrigo Argueta-Vargas, Staff Christina Avalos, Listener, Treasurer Marisol Bielma, Listener Tatanka Bricca, Listener, Chair Rachel Bruhnke, Listener Ninel Centeno, Staff Ace Estwick, Listener Aryana Gladney, Listener Jan Goodman, Listener Nikki Haun, Listener, Vice Chair Ian Johnston, Listener Evelia Jones, Listener	Chipasha Luchembe, Listener Brenda Martinez, Staff Jack Neff, Listener Nancy Niparko M.D., Listener Robert Payne, Listener Myla Reson, Staff Jeanine Rohn, Staff Lee Thorpe, Listener Oscar Ulloa, Staff Harvey Wasserman, Listener Adam Wolman, Listener Carlos Zavala, Listener Maggie LePique, KPFK iGM
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Others:

Susan Young, PNB Chair, Meeting Management Advisor

(Note LSB Members should submit Motions and/or requests for New Business to chair and Secretary 7 days prior to upcoming LSB meetings to have them agendized.)

ZOOM INFORMATION

Join Zoom Meeting

<https://us02web.zoom.us/j/88376725694>

Meeting ID: 883 7672 5694

One tap mobile

+16694449171,,88376725694# US

+16699006833,,88376725694# US (San Jose)

Posted Monday, February 16, 2026

AGENDA
KPFK LOCAL STATION BOARD MEETING
April 12, 2026 | 10:30 a.m. Pacific
Via Zoom (Appendix No. 1)

1. Opening Business (15 minutes)

- 1.1 Call to Order
 - 1.2 Roll Call and Establishment of Quorum (Vice-Chair)
 - 1.2.1 Appointment of Interim Secretary
 - 1.3 Requests for Excused Absences
 - 1.4 Land Back Acknowledgment
 - Evelia Jones
 - 1.5 Timekeeper / Time Tracking
 - 1.6 Minutes –
- Please submit any written corrections to the KPFK Secretary at KPFKSecretary90.7@gmail.com
- 1.7 Reading of the Agenda
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2. KPFK Secretary Election and Voting Instructions (10 minutes)

- 2.1 Final Nominations for Permanent Secretary
 - 2.2 Nominees or their nominator may motivate for 3 minutes
 - 2.3 The OpaVote ballot will be sent to your email address.
 - 2.4 To be counted, the completed ballot should be turned in by 11:59 PM PDT on Sunday, April 19, 2026
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3. Reports of Management & PNB Reports (15 minutes)

- 3.1 ED Report **See Appendix No. 7.**
 - 3.2 Pacifica National Board Report – See Appendix No 7.
 - 3.3 KPFK Management Report
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4. Old Business: LSB Discussion about potential outreach goals and methods. (10 minutes)
ATTACH SPREAD SHEET FROM JANUARY MEETING

5. New Business (5 minutes)

(Note: Motions and requests for New Business must be submitted to the Chair and Secretary at least seven days in advance to be agendized.)

6. LSB Member Community Announcements (5 minutes)

- 60-second limit per announcement
-

7. Public Comment by Organizations per the Resolution Passed at the last meeting
Time Certain: 11:30 a.m. – Up to 30 minutes

8. Adjournment : Time Certain - Noon or Earlier

APPENDIX No. 1
ZOOM INFORMATION

Topic: KPFK Local Station Board

Time: Apr 12, 2026 10:30 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88376725694>

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+16699006833,,88376725694# US (San Jose)

Posted Monday, February 16, 2026

Appendix No. 2

PNB Motion passed on July 18, 2024 Motion on Meeting Disruptions

WHEREAS disruptions are happening in Pacifica National Board meetings and Pacifica Committee meetings to the degree that the Chair is unable to restore or maintain order and the business of the meeting cannot be conducted;

AND WHEREAS Robert's Rules of Order 12th Edition provides Sample Rules for Electronic Meetings in an Appendix that a board may find helpful to adopt including on Page 640 6. Enforced disconnections providing that the Chair may cause or direct the disconnection or muting of a member's connection if it is causing undue interference with the meeting. The Chair's decision to do so, which is subject to an undebatable appeal that can be made by any member, shall be announced during the meeting and recorded in the minutes.

THEREFORE BE IT RESOLVED: after repeated unsuccessful attempts by a board or committee Chair to call a member to order, that member may be electronically moved to a "waiting room" or removed from the meeting, and may be suspended from the board for a designated period of time with a motion, at that meeting, passed by a majority vote by the Pacifica National Board or Pacifica Committees and recorded in the meeting minutes with documentation of the behavior in question.

Appendix No. 3

Resolutions passed by the Pacifica National Board November 21, 2024

Resolution #1 "The Pacifica National Board instructs the Local Station Boards of all five stations to limit voting membership on committees that deal with governance, finance and/or personnel issues to Local Station Board members from that station. The Pacifica National Board further instructs Local Station Boards of all five stations to conduct personnel discussions pertaining to individuals in closed session attended only by Local Station Board members who have a signed Non-Disclosure Agreement."

Resolution #2 “The Pacifica National Board adopts guidelines for safe and respectful behavior standards of conduct for management, employees, board members, volunteers and members others for engagement with the Pacifica Foundation as follows in conformance with the California Corporation Code, federal labor law, Pacifica Foundation bylaws, Roberts Rules of Order and best practices for non-profit corporations:

Behaviors that are not permitted and are subject to remedies including mandatory reporting to law enforcement when warranted:

1. Any forms of physical violence including unwanted touching, or threats of physical harm are strictly forbidden.
2. Any conduct that intimidates, demeans, or provokes others is prohibited.
3. Making false statements or accusations about any individual is strictly prohibited.
4. Unauthorized sharing of confidential information related to the job performance of management, paid staff, unpaid staff, volunteers and other confidential matters such as legal proceedings, real estate transactions, contractual negotiations is prohibited.
5. Personal attacks, name-calling, or insults directed at others is prohibited.
6. Any act to interrupt, disrupt, or interfere with Pacifica or Pacifica station events, meetings, production or activities is prohibited.

Consequences for acts of prohibited behaviors may include:

Pacifica national and station management may restrict access to Pacifica premises and productions for any person whose behavior poses a safety concern or disrupts the functioning of the organization for a period of time that depends on management’s sole assessment of the severity of the threat to safety or disruption of normal functioning and shall document the violation and the action taken by management.

1. The Pacifica National Board and Local Station Boards may conduct confidential adjudications of Delegate or Board member infractions to consider suspension or removal.
2. The Pacifica Executive Director may revoke a membership for infractions and may set a period of time during which the individual cannot renew a membership.
3. The Pacifica National Board and Local Station Boards may consider removal of committee members or members of the public attending meetings for infractions.

Appendix No. 4
KPFK LSB Meeting Decorum Policy

The following policy was adopted by the KPFK Local Station Board on April 17, 2016 entitled '**Meeting Decorum**'. Followed by a long standing Pacifica policy adopted March 26, 2010 entitled '**PACIFICA ZERO TOLERANCE POLICY- NO VIOLENCE**'. The "no violence" seems only to apply to governance meetings. If we do not already have an explicit policy to address violence and threats of violence at our radio stations, we should make sure that one is in place and vigorously enforced. Both of the existing policies that I am aware of are included in these minutes:

https://www.kpftx.org/archives/pnb/kpfk/160417/kpfk160417_4259_minutes.pdf **Meeting Decorum**

The following rules and progressive discipline apply to KPFK Local Station Board members and the public at LSB regular meetings as well as LSB committee meetings:

1. At a meeting of the Local Station Board LSB members must wait to be recognized by the Chair before speaking. Each speaker shall be allowed to speak for 90 seconds, unless a different time limit is agreed on. No one shall speak a second time unless anyone who hasn't spoken and wishes to speak has done so. No one shall be allowed to speak more than 2 times on any one agenda item, unless giving a report and/or being asked to respond.

2. No LSB member or member of the public may physically assault or touch another person in an unwanted manner at any meeting. To do so will result in the Chair asking the offending person to leave the meeting. Failure to leave may result in the offender losing all future speaking and attendance rights. 3. No LSB member or member of the public may speak without being recognized, interrupt another who has the floor or otherwise disrupt a meeting by any verbal or physical action. The only exception is to make a Point of Order, or other such Point of Privilege as allowed per Roberts Rules of Order, which can be done only by LSB members or members of LSB committees. An LSB member who makes a Point of Order may interrupt another LSB member who is speaking. (See Roberts Rules of Order, Chapter VIII, Point 23, # 3 (a point of order) "is in order when another has the floor, even interrupting a person speaking or reading a report, if the point genuinely requires attention at such a time".) Personal verbal attacks on the character of another should also be considered disruptive and not tolerated. Less formality may be desired in some committees at the discretion of the chair and/or the body. However, if discourtesy or disruption impede the work of the committee more formal procedures should be reverted to, at least for the duration of that meeting.

4. Upon a first minor offense (interrupting a speaker, for example) the Chair would give the offender a warning. Upon a second offense, a second warning should be given. Upon a third offense in the same meeting, the Chair may ask the body to consider depriving the offender of the right to be recognized for the remainder of the meeting. Such a request should be voted on immediately and would not be debatable. If the offender continues disruptive behavior, s/he will be asked to leave the assembly and, if s/he fails to do so, may be barred from future participation.

5. Any non-LSB member who has been reprimanded frequently for disrupting regular LSB meetings or LSB committee meetings should not be appointed to any LSB committee.

6. The attached Zero Tolerance for Violence Pacifica Policy passed in March of 2010 should be followed and adhered to.*

7. Robert's Rules of Order, Chapter XX, DISCIPLINARY PROCEDURES should be referred to and takes precedence over this motion if anything herein stated is in contradiction to those Rules.

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Appendix No. 5

Article Three, Section 12: Transition

Local Station Board (LSB) Transitions

During the transition period and under the provisions of the revised bylaws and thereafter the powers and duties of LSBs change to a focus on fundraising, membership drives, community outreach and assessing the needs of the stations in relation to their communities.

Appendix No. 6

Sunday, February 8, 2026

1:30 PM ET 10:30 AM PST
Teleconference

Address:
Zoom Info:

<https://us02web.zoom.us/j/86983420905>

Meeting ID: 869 8342 0905

One tap mobile
+14086380968,,86983420905# US (San Jose)
+16694449171,,86983420905# US

Purpose: Regular meeting of the KPFK Local Station Board

Agenda

Committee Members

Appendix No. 7

**EXECUTIVE DIRECTOR REPORT for PNB Meeting April 2, 2026
SHAREABLE
Submitted by Stephanie Wells**

KNOWN AGED PAYABLES as of 04/01/26 - \$587,102

CENTRAL SERVICE PAYMENTS as of 04/01/25

Central service payments are being submitted from KPFA (half), KPFT, WPFW, and the Affiliate Network.

AUDIT and TAXES

All necessary documentation for the audits has been prepared by the Pacifica National Office and is ready to be provided to the new auditors once engaged. It is anticipated to have the 22/23 audit completed by June 2026 and the 24/25 audit completed by November 2026.

The accounting firm engaged by Pacifica continues to work on completing our taxes for fiscal years 2023, 2024, and 2025.

NES ANNOUNCEMENT



Ms. Auaja Lovest (pronunciation ON-yuh) has been appointed as the Independent National Election Supervisor (NES) for the 2026 Pacifica National Board and Local Station Board elections.

Ms. Lovest brings more than two decades of experience administering elections and supporting governance processes for nonprofit, labor, and membership-based organizations. Her background includes oversight of complex, multi-site election systems, as well as work in compliance, dispute resolution, and election integrity. She is a Member of the National Association of Election Officials, a Certified Election Registration Administrator, and holds a Certificate in Election Administration.

Following a thorough review process, she was selected for her demonstrated commitment to neutrality, transparency, and procedural rigor -- qualities that are essential to ensuring a fair and credible election cycle for Pacifica.

In this role, Ms. Lovest will oversee all aspects of the 2026 elections, including the nomination process, voter verification, ballot preparation, election administration, and certification of results. She will work in coordination with Pacifica staff and our election vendor to ensure that all processes are conducted in full compliance with the Foundation's bylaws and established election procedures. Her extensive

experience and leadership will support a transparent, efficient, and well-administered election process. Auaja can be reached at NES@pacifica.org.

GENERAL MANAGERS SELECTED FOR WPFW and WBAI

Shayna Lonoaea Selected as General Manager of WPFW



Shayna Lonoaea (they/she) is a community organizer with over a decade of experience bringing people together across movements and backgrounds to build strong, collaborative communities. Currently based in Washington, DC, Shayna served as a tenant-steward organizer for the Baldwin House affordable housing cooperative and holds leadership roles with the Free DC Project and the GSA Network Two Spirit Initiative.

Throughout their career, Shayna has been a powerful advocate for justice and an effective organizational leader. Their past work includes advancing police accountability and reentry access at the ACLU of Hawai‘i and promoting trauma-informed care at the Asian/Pacific Islander Domestic Violence Resource Project. Shayna has also served as a legislative aide in both Hawai‘i and Wyoming, bringing valuable experience navigating public policy, regulations, and constituent engagement. Their work with lawmakers has equipped them to manage public inquiries and navigate complex regulatory environments, while their organizing experience reflects a strong ability to mobilize staff and volunteers and bring people from different backgrounds together to work toward a shared mission.

In addition to their organizing and policy experience, Shayna brings strong skills in management, development, and fundraising — critical strengths as we continue to build a sustainable and thriving future for WPFW.

Shayna’s connection to WPFW is both personal and deeply rooted in its mission. As they share, “WPFW is my radio station, providing refuge for DC’s community music, voices, and stories. I’m grateful for the Pacifica Foundation’s work to protect independent media, and I see my new role as crucial for building trust and collaboration to fundraise, strengthen relationships, and adapt to the changing political landscape.”

We are excited to have Shayna step into this leadership role and bring their vision, experience, and commitment to WPFW.

We also extend our sincere gratitude to Miyuki Williams for her steady leadership and dedication while serving as Interim General Manager. Miyuki has been instrumental during this transition period, and we are deeply appreciative of her service. She will remain with us for the next couple of weeks to support Shayna and ensure a smooth and successful transition.

Bob Hennelly Selected as General Manager of WBAI.



Robert "Bob" Hennelly is an award-winning print and broadcast journalist and producer with more than 30 years of experience covering critical public policy issues, including homeland security, the economy, environmental contamination, corruption, occupational safety, and homelessness.

His reporting has appeared in major outlets such as The New York Times, The Christian Science Monitor, Miami Herald, and Detroit Free Press, among many others. He also spent several years on staff at The Village Voice, where he reported on international arms dealing, union racketeering, organized crime, municipal finance, and environmental issues.

In broadcast journalism, Bob has had a distinguished career, including more than a decade at WNYC, where he covered Trenton, Albany, and New York City Hall. He previously served as national affairs correspondent for Pacifica Network News and later continued his investigative reporting work with WBGO. His television work includes reporting for WPIX-TV, with appearances on PBS NewsHour and Washington Journal, among others. He has also contributed to 60 Minutes and written for CBS MoneyWatch.

Since 2022, Bob has hosted the weekly WBAI program "What's Going On – Labor Monday," focusing on politics and labor, and serves as executive producer of We Decide: America at the Crossroads with Jenna Flanagan, a national program produced by the Pacifica Radio Network. In 2024, he was executive producer of Pacifica's coverage of both the Republican National Convention 2024 and the Democratic National Convention 2024.

In addition to his role at WBAI, Bob is also working alongside Ursula Ruedenberg as a Pacifica News Start-Up Coordinator for the Pacifica Foundation.

Bob has been serving as the Interim General Manager at WBAI and we are pleased to welcome his continued leadership as General Manager of WBAI!

PACIFICA NEWS START-UP COODINATORS NAMED

Ursula Ruedenberg and Robert Hennelly have agreed to serve as Pacifica News Start-Up Coordinators for the Pacifica Foundation to strengthen Pacifica's national news capacity.

In this role, Ursula and Bob will work with Pacifica management, station leadership, producers, and affiliate partners to help assess the network's current news production capacity and develop a framework for strengthening national news collaboration across our stations and affiliates. Their work will focus on identifying existing resources, facilitating coordination among stations, and developing recommendations and infrastructure that can support headlines, newscasts, breaking news coverage, and special programming across the network.

This initiative is an important step toward strengthening Pacifica's historic role in independent journalism and public affairs programming and toward building a more coordinated national news presence that supports both our local stations and our affiliate partners.

Ursula and Bob bring deep experience in Pacifica, journalism, and network collaboration, and I am grateful for their willingness to take on this important project alongside their already significant day-to-day responsibilities.

While their roles are now formally established, they have already been serving as key leaders in Pacifica's national news efforts, beginning with the network's coverage of the RNC and DNC last year. Since then, they have been instrumental in shaping the vision for a Pacifica national news service and coordinating news teams across both our network stations and affiliates as this initiative grows. In this role, they will continue working closely with the national office and station leadership to help strengthen and expand this effort.

PACIFICA NATIONAL NEWS – NO KINGS DAY



March 28 – Pacifica National Coverage: No Kings Day of Protest On March 28, Pacifica delivered a full day of coordinated national coverage of the No Kings Day of Protest, providing listeners across the country with a shared, real-time broadcast experience. The broadcast spanned all six U.S. time zones and featured 26 paid reporters, regional co-anchors, and dedicated production and engineering support.

The special programming was produced by Pacifica Network Executive Producer Robert Hennelly (WBAI, New York) and hosted by Jenna Flanagan (WBAI, New York).

The live broadcast was branded as “Pacifica National Coverage” at the top of each hour and featured comprehensive reporting from protests taking place nationwide. Coverage followed the progression of the day across time zones, beginning on the East Coast - including New York and Washington, DC - and concluding with reports from Alaska and

Hawaii.

Pacifica Network News provided continuous updates, incorporating live reports from affiliate stations and field correspondents, as well as feeds from sound stages in St. Paul, Berkeley, and other locations. Hosting responsibilities transitioned across stations throughout the day, including WBAI in New York (12:00–2:00 PM EST), KFAI in Minneapolis and WFNU in St. Paul (2:00–4:00 PM EST), KGNU/Rocky Mountain Community Radio in Boulder (4:00–5:00 PM EST), and KPFA in Berkeley (5:00–7:00 PM EST). The day concluded with a wrap-up segment featuring reports from Hawaii, Alaska, and California (7:00–8:00 PM EST).

Overall, the coverage demonstrated strong national coordination and highlighted Pacifica’s capacity to deliver timely, mission-driven programming across its network and affiliate partners.

Special thanks to the Pacifica Network News team, who meet weekly to plan, organize, and produce these national broadcasts. The team includes Ursula Ruedenberg (Pacifica Affiliate Network Director), Bob Hennelly (WBAI GM), Lauren Schmitt (KPFA News Director), Jeannie Hopper (Reporter Liaison), Jenna Flanagan (Reporter, WBAI), Sue Goodwin WPFW News Director), Jon Almeleh (Compliance Director), Antonio Ortiz (KPFA Interim GM), Ace Estwick (KPFK Assistant GM), Shayna Lonoaea (WPFW GM), and the Executive Director.

Our National News Team, under the leadership of Ursula Ruedenberg and Bob Henelly, is focused on identifying what can be built with existing resources while continuing to strengthen Pacifica’s role as a leading voice for grassroots, independent community-rooted journalism that has long defined Pacifica. It also served as a proof of concept, demonstrating the nationwide commitment of network members to contribute reporting, the network’s growing technical capacity, and the WBAI team’s ability to successfully host large-scale national broadcasts.

Current Activities from the Pacifica National News Team

- Coordinating network-wide planning for special Earth Day programming on April 22, featuring an environmental theme across stations to highlight climate issues, environmental justice, and sustainability through locally produced segments and shared national content, reinforcing Pacifica’s commitment to mission-driven, public interest broadcasting.
- Pre-production discussion of network-wide live coverage of May 1 (May Day) events and protests, bringing together stations and affiliates to deliver comprehensive reporting from across the country. The coverage will highlight labor rights, immigration justice, and grassroots organizing, combining live field reports, local programming, and shared national content. This effort will continue to demonstrate Pacifica’s strength in collaborative, real-time broadcasting and its ongoing commitment to amplifying community voices and movements for social and economic justice.
- Pre-production planning for an America’s 250th Anniversary special, developed and spearheaded by Sue Goodwin. The project will combine original longform reporting with curated Pacifica archival material that reflects historical accuracy, social justice, and Pacifica’s mission.

PACIFICA LAUNCHES DAILY GLOBAL HEADLINE NEWS SERVICE

Pacifica launched a new daily global headlines service airing Monday through Friday, with updates delivered three times per day across all stations and digital platforms.

Jesse Lent, a report based in the Netherlands who had been working with WBAI was hired by the National Office to produce a daily five-minute international headline segment, From Across the Nation and Around the World. Jesse files the comprehensive report by 6:00 a.m. ET, enabling timely coverage of overnight global developments ahead of the East Coast broadcast day. The first broadcast, produced by WBAI, airs at 6:30 a.m. ET ensuring audiences receive up-to-date global news at the start of the day. Additional headline segments air at noon ET (produced by KPFA) and 5:00 p.m. ET (produced by WPFW).

This initiative reflects Pacifica Network’s continued commitment to providing reliable, mission-driven journalism. The service is produced through coordinated efforts among sister stations, the national office, affiliates, and partner organizations, maximizing limited resources while maintaining a high standard of relevant and trustworthy reporting.

Pacifica anticipates expanding this effort into a full daily newscast in the near future, building on the current headlines service and ongoing live special coverage of national and international events.

Listen to all the headlines at your local station or they can be found on the homepage of WBAI.



PACIFICA FOUNDATION TEAM DIRECTORY IMPLEMENTATION

Pacifica rolled out a new internal Team Directory designed to strengthen communication and coordination across the organization. As a geographically distributed network that relies on collaboration among paid staff and volunteers, the establishment of a centralized, reliable directory represents an important operational improvement.

The directory supports more effective internal communication, facilitates the sharing of organizational updates, and ensures that all contributors across stations and departments are properly connected within the network.

Key functions of the directory include:

- Tracking volunteer programmer hours for in-kind value reporting
- Verifying volunteer hours and participation for Pacifica-wide elections, with oversight and confirmation managed by station administrators, including validation of hours related to election voting
- Distributing information related to trainings, organizational updates, and internal announcements
- Supporting consistent internal communication across the network

All information contained within the directory is maintained strictly for internal Pacifica use and is not shared externally. Thank you to Otis Maclay for designing this much needed application.

SHARABLE

STATION HIGHLIGHTS

KPFA

Winter Fund Drive Update

- Goal: \$450,000
- Reached: \$408,140 (90% of goal) □ Highlights:
 - Grateful Dead Marathon raised \$39,000
 - 351 new monthly pledges
 - Sustainers total: 4,854 (~\$97,000 monthly donations) □
 - Special Broadcasts during drive:
 - Live State of the Union with real-time analysis and rebuttals
 - Coverage of War Powers vote in the Senate & House debates
 - Senate Judiciary Committee oversight hearing with DHS Secretary Kristi Noem

Special Events and Programming Highlights

April 15 - KPFA Birthday Drive

Fundraising goal of \$30,000. The day will feature a special program produced by Vylma V, which will promote the KPFA On the Air Screening and Panel Discussion and include interviews with Veronica Selver and Sharon Wood about the film. Thank you gifts for donors include access to the KPFA On the Air Documentary Screening at the KPFA 77th Birthday



April 18 – KPFA Birthday Party Celebration

May 23 - John Santos Sextet
Live music fundraising event produced by Joanna Manqueros & Tawfic Halaby
Music of the World
being held at La Peña Cultural Center in Berkeley.



KPFK Special Events and Programming Highlights



April 17, 2026 — KPFK Presents a Special Screening of **Steal This Story, Please!**

KPFK will host a special screening of **Steal This Story, Please!** the upcoming documentary from Amy Goodman. Amy will be in attendance, followed by a Q&A with filmmakers Carl Deal and Tia Lessin.

KPFT Special Events and Programming Highlights



March 29, 2026 — KPFT 56th Birthday Party, Crawfish Boil & Jamboree

KPFT celebrated its 56th birthday with a festive Crawfish Boil and Jamboree which featured music, food, beverages, and plenty of fun.



DJ Nuri of Blues.
party. Special screenings of the documentaries KPFA On the Air and Amy Goodman’s Steal

This Story, Please!, will be shown at this celebratory event being held at the Alameda Theatre and Cineplex / California Historical Radio

Society Museum. The lively event will include food, drink, and music.

April 18, 2026 — KPFT's 3rd Annual Blues Cruise KPFT will host its third annual Blues Cruise aboard a party boat cruising Clear Lake and the Kemah Boardwalk. The event will feature food, drinks, and music by

WBAI April Spring Fund Drive: April 1 through April 30

Goal: \$120,000

Received: TBA

Special Events and Programming Highlights WBAI continued its leadership in delivering live, responsive journalism, producing approximately 20 hours of live national breaking news coverage during this period. This extensive live coverage demonstrated WBAI’s capacity to respond rapidly to unfolding events and to provide in-depth, realtime reporting on critical national and international issues. Coverage focused on major international and domestic developments, including: The U.S. military action in Venezuela and reported capture of President Nicolás Maduro. The escalating U.S. and Israel conflict with Iran Live, coast-to-coast coverage of the March 28 “No Kings III” national protest, which mobilized millions of participants across thousands of events nationwide and globally. WPFW Spring Fund Drive: May 3 through May 16 Goal: \$250,000

Special Events and Programming Highlights

April 1 through May 13, 2026 - Jazz Appreciation Month

In celebration of Jazz Appreciation Month, WPFW presents **Music & Spirit of Billie Holiday**, a 13-part radio documentary series running April 1 through May 13. Broadcast Wednesdays at 5 PM and Thursdays at 2 PM, the series explores Billie Holiday’s life, music



April 8, 2026 — WPFW Jazz & Justice Celebration - From “Strange Fruit” to “Joe Hill”: The Intersecting Artistry and Activism of Billie Holiday and Paul Robeson

WPFW will present a one-day Jazz & Justice celebration honoring the birthdays of two towering figures of the 20th century: Billie Holiday and Paul Robeson. This special broadcast will highlight their extraordinary artistic legacies alongside their enduring commitments to resistance, justice, and social change. As part of WPFW’s pre-drive programming, the day will center their profound cultural and political impact.

May 2, 2026 — Screening of Steal This Story, Please!

WPFW will host a special screening of Steal This Story, Please!, the upcoming documentary from Amy Goodman. Following the screening, major donors will be invited to attend a private lunch with Amy.



May 26, 2026 — Special Programming Honoring Miles Davis

WPFW will dedicate a full day of programming to celebrating the life and legacy of Miles Davis, recognizing his groundbreaking contributions to jazz and modern music.

EVENT PLANNING POLICY & STANDARD OPERATING PROCEDURE) (SOP) DEVELOPMENT

There has been an increase in event-related activity across all stations, including in-person gatherings, hybrid programming, and Zoom-based town halls conducted in the name of the Pacifica Foundation. While this reflects strong community engagement and mission alignment, it has also highlighted the need for clearer, standardized procedures to ensure consistency, accountability, and risk management across the network.

At present, event planning practices vary by station, and in some cases, events have moved forward without fully documented budgets, formal approvals, or consistent application of branding and compliance standards. This creates potential financial, legal, and reputational risks for the Foundation, particularly when events involve contracts, fundraising, or public representation of Pacifica.

To address these gaps, a comprehensive Event Planning Guide and Standard Operating Procedures (SOP) has been developed. This framework is designed to:

- Establish clear approval processes, including Station Manager and Executive Director oversight
- Require transparent budgeting, including both cash and in-kind contributions
- Ensure compliance with FCC, financial, and branding requirements
- Provide practical tools (checklists, templates, and workflows) to support staff and volunteers
- Standardize expectations across all stations while allowing for local flexibility

The goal is not to limit programming or community engagement, but to protect Pacifica's shared assets, strengthen operational consistency, and support successful, well-managed events across the network.

The Event Planning Guide, SOP Packet, and Budget Template are attached.



Event Planning Guide for In-Person Events & Zoom Town Halls

Purpose

This guide establishes required procedures for any event planned in the name of the Pacifica Foundation or any Pacifica station or division (including but not limited to Pacifica Foundation, Pacifica Radio Archives, Pacifica Affiliates Network, KPFA, KPFK, WBAI, KPFT, and WPFW).

All events — including community forums, fundraisers, town halls, panel discussions, live broadcasts, and hybrid events — must follow this policy to ensure:

- Financial accountability
- Brand integrity
- Legal and FCC compliance
- Alignment with Pacifica’s mission
- Appropriate oversight and approvals

1. REQUIRED APPROVAL PROCESS

No event may be publicly announced, promoted, or contracted until written approval is received.

Step 1: Concept Proposal (Internal) Submit to Station/Division Management:

- Event purpose and goals
- Description of program content
- Proposed date, venue, and format (in-person, Zoom, or hybrid)
- Target audience
- Preliminary budget (including projected revenue and expenses) □ Sponsorship or underwriting plan

Step 2: Budget Review

A detailed budget must be submitted that includes:

- Cash expenses
- Projected income
- In-kind donations (fair market value assigned)
- Staff time allocation
- Technical costs (streaming, recording, AV)

- Insurance or permit fees

Statio/division management must confirm financial feasibility.

Step 3: Station Manager Approval

The General Manager/Division Manager must review:

- Alignment with station mission
- Financial risk
- Staffing implications
- Compliance with FCC and underwriting rules

Step 4: Executive Director Approval The

Executive Director must review:

- Branding compliance
- Budget
- Contracts
- Legal exposure
- Significant fundraising components

Final approval must be obtained from the Executive Director for all events. All contracts must be signed by the Executive Director.

2. BUDGET REQUIREMENTS

Every event must include a documented budget that reflects:

A. Revenue (Projected & Actual) □ Ticket sales

- Sponsorships/underwriting
- Donations
- Merchandise sales
- Grants
- Zoom registration fees
- Major donor sponsorships

B. Expenses (Projected & Actual)

- Venue rental
- Insurance
- Security
- Audio/visual and livestream equipment
- Zoom platform upgrades
- Honoraria/speaker fees
- Travel & lodging
- Marketing/printing

- Catering
- Staff overtime
- Credit card processing fees

C. In-Kind Donations (Assigned Value) Examples:

- Donated venue space
 - Volunteer labor
 - Donated catering
 - Donated graphic design
 - Donated sound equipment
- In-kind donations must:
- Be documented in writing
 - Include fair market value
 - Be approved in advance
 - Be tracked for accounting purposes

3. BRANDING & COMMUNICATION GUIDELINES

Any use of the Pacifica Foundation or station/division name must comply with:

Required Elements:

- Official logos only (no alterations)
 - Proper station identification
 - Correct legal entity naming
 - 501(c)3 tax identification number and tax deductible statement
 - Clear disclosure of sponsors
 - FCC-compliant underwriting/sponsorship acknowledgments
 - Accurate representation of speakers and partners
- Prohibited:
- Unauthorized logo changes
 - Use of Pacifica name or station IDs without approval
 - Political endorsements
 - Commercial advertising that violates noncommercial FCC rules

All promotional materials must be reviewed and approved by:

1. Station General Manager/Division Director
2. Communications or Marketing lead (if applicable)
3. Executive Director

4. ZOOM & HYBRID EVENT PROTOCOL

For Zoom town halls or hybrid events: Technical Requirements

- Licensed Zoom account (no personal accounts)
- Designated host and co-host

- Moderator assigned
- Waiting room enabled
- Registration tracking enabled
- Recording plan approved
- Captioning/accessibility plan
- Backup internet plan (if hybrid) Content Moderation
- Clear participation rules
- Chat moderation plan
- Q&A protocol
- Code of conduct announced at beginning

Data Privacy

- Attendee data must not be shared externally
- Recording usage must be disclosed
- Compliance with Pacifica Foundation privacy policies

5. CONTRACTS & RISK MANAGEMENT

Events may require:

- Venue contract review
- Insurance certificate
- Performer agreements
- Speaker release forms
- Media releases
- Security planning All contracts must:
- Be reviewed by authorized station/division leadership
- Be signed only by the Executive Director

6. ACCESSIBILITY & EQUITY

All Pacifica events must:

- Be ADA accessible (physical events)
- Include captioning or accessibility accommodations (Zoom)
- Provide sliding scale tickets when possible
- Reflect diversity consistent with the Pacifica Foundation's mission

7. EVENT CHECKLIST

Pre-Planning

- Define purpose and goals
- Draft concept proposal
- Identify audience
- Draft preliminary budget

Submit for Station General Manager/Division Director review

Financial

- Complete detailed budget
- Document in-kind donations
- Identify funding sources
- Confirm financial risk tolerance
- Obtain required approvals

Legal & Compliance

- Contract review completed
- Insurance confirmed
- FCC compliance reviewed
- Underwriting language approved

Branding & Marketing

- Logos approved
- Promotional materials reviewed
- Website listing approved
- Social media copy approved
- Press release approved

Zoom/Technical

- Licensed Zoom account confirmed
- Moderator assigned
- Tech rehearsal scheduled

Recording plan confirmed

- Accessibility plan confirmed

Final Approval

- Station General Manager/Division Director sign-off
- Executive Director sign-off

- Contracts signed by Executive Director

Post-Event

- Financial reconciliation (actual vs projected)
- Deposit funds
- Document in-kind donations
- Submit financial report
- Debrief meeting held
- Thank sponsors/donors
- Archive recording

8. EVENT BUDGET

The approved Pacifica Foundation Event Budget Template must be used. Budget template includes the Event Name, Station/Division, Date of Event, and Event Lead.

Budget Template includes separate sheets for:

- Revenue (Projected vs. Actual) ◦ Ticket Sales ◦ Sponsorships ◦ Donations ◦ Merchandise ◦ Zoom Registrations
- Expenses (Projected vs. Actual) ◦ Venue Rental ◦ Insurance ◦ AV/Streaming ◦ Speaker Fees ◦ Travel ◦ Marketing ◦ Catering ◦ Staff Time ◦ Credit Card Fees ◦ Security
In-Kind Donations – Include: ◦ Name of donor ◦ Description of In-Kind Donation ◦ Fair Market Value
- Net Result (Summary) ◦ Total Revenue ◦ Total Expenses ◦ Net Income (Loss)

9. ENFORCEMENT

Any event held in the name of the Pacifica Foundation, Pacifica station, or Pacifica division without proper approval may result in:

- Cancellation of event
- Financial liability for organizers
- Revocation of branding permission
- Internal disciplinary review

10. SUMMARY PRINCIPLE

If you are planning something in the name of the Pacifica Foundation, you must:

- Create a full and transparent budget (cash + in-kind)
- Obtain Station General Manager/Division Director approval
- Obtain Executive Director approval

- Follow branding guidelines
- Ensure financial and legal compliance

Pacifica's name is a shared asset and must be protected with care.