

KPFT Community Advisory Board (CAB) Meeting  
10-11:30 am, Saturday, July 5, 2014  
2<sup>nd</sup> floor meeting room, Central Market, Westheimer at Wesleyann  
Minutes drafted by CAB Secretary Susan Young

Attendance: *CAB members attending:* Alan Alan Apurim, Lena Baines, Marianne Martinez, Carol MacGregor, Tim O’Dowd, Susan Young. *CAB members absent:* Rosie Soto (excused) and Yuru Huang. *Members of the public:* Anisa Faruqi.

Call to order/Minutes/Meeting Agenda: CAB Chair Marianne Martinez called the meeting to order at 10:10 am. She distributed the agenda; the Minutes of the June 14 meeting had been previously circulated and approved electronically.

New Business: Discussion on the taping and recording of town hall meetings. Item moved to the end of the agenda.

Review of the “Pacifica Mission Statement” and CPB Guidelines: Chair pointed out the need for all visitors and incoming members of CAB to be familiar with CPB Requirements for the CAB, the KPFT Code of Conduct and The Pacifica Mission Statement.

Committees:

*Outreach:* ( Committee Chair Rosie Soto, other members; Yuru, Marianne, Tim and Lena. Tim agreed to chair if necessary, and Carol and Anissa offered to join the committee.) Ideas discussed were:

- Coordinate with other organizations holding events
- Have a CAB booth at events
- Recruit membership for the station at these events
- Survey participants at events

*Town Hall Meetings:* (Committee Chair Tim O’Dowd, other members; Yuru, Marianne and Rosie. Carol and Anisa agreed to serve on the committee.) Tim read a written report ( attached) about the Town Hall meeting held on Saturday, June 21 at the AFL-CIO meeting hall. Tim noted that this meeting served as a trial run for Town Hall meetings that might be held in the future in different locations.

*Community Needs Assessment Survey:* (Committee Chair Susan Young, other members; Marianne, and Tim . Carol agreed to serve on the committee.) Susan reported that there had been a debrief regarding the survey conducted in 2013 and a revision circulated. Additionally, a short form of the survey was drafted and used for the June 21 Town Hall meeting. It was agreed

to circulate the most recent draft of the full survey to CAB members and for the Survey subcommittee to endeavor to reach agreement about a final draft as soon as possible.

*Policies and Procedures:* (Chair Susan Young, other members; Marianne and Tim. Carol offered to serve on the committee.) It was agreed to postpone action by this committee until completion of the community needs assessment.

Public Comment: *Anisa Faruqi* offered comments about the Town Hall meeting and other matters and agreed to assist in future efforts.

Discussion re Recording Meetings: There was extensive discussion regarding the pros and cons of recording (voice and/or video) public meetings. It was agreed to continue recording CAB meetings. It was agreed to consider a policy regarding recording devices in Town Hall meetings in advance of the next Town Hall meeting.

Next Meeting: August 2, 10-11:30 am, Central Market.

Adjournment: Meeting adjourned at 11:20 am.