

Finance Committee Regular Meeting - January 18, 2007

MINUTES

A regular meeting of the PNB Finance Committee was called to order at 6:25 pm PST by Chair LaVarnWilliams with Terry Goodman serving as Secretary Pro-Tem. The minutes of the meetings of 12/7/06, 12/11/06, and 1/10/07 were approved.

Attendance

Present: Dave Adelson, Teresa Allen, Baruti Bediako, Brian Edwards-Tiekert (left at 8:25), Jane Gatewood (left at 7:05), Terry Goodman, Patty Heffley, Lonnie Hicks, Sandra Rawline, and LaVarn Williams.

Absent: Ambrose Lane

Amended Agenda

- 1) Roll Call and approval of agenda (5 minutes)
- 2) Approval of Minutes (5 minutes)
- 3) Next Meeting – Thursday, February 15, 2007 @ 8:00 PM EST (5 minutes)
- 4) Noticed Motion to Rescind a Motion Previously Adopted
- 5) CFO Report
 - a) Review November and December 2006 Results (35 minutes)
 - i) Income Statement and Balance Sheet
 - ii) Headcount
 - iii) Risks and Opportunities
 - b) Review Legal Expense Forecast (10 minutes)
 - c) Review and/or propose motions on the following (25 minutes)
 - i) Legal Settlement review by Coordinating Committee
 - ii) Finance Group orientation for March PNB Meeting
 - iii) Foundation wide Signature Authorization levels
 - iv) Finance Committee Motion on Archive Restoration
- 6) Adjourn

1. Approval of Agenda

Motion by LaVarn Williams (as amended) that the Agenda be approved.

Agenda was amended and approved without objection at 6:40 pm.

2. Approval of Minutes

Motion by Dave Adelson that the minutes of the committee meetings of December 17 and December 11, 2006 and of January 10, 2007 be approved.

Motion passed without objection at 6:41 pm.

3. Next Meeting

Motion by LaVarn Williams that PNB Finance Committee's next regular teleconference meeting be on Thursday, February 15, 2007 beginning at 8:00 pm EST.

Motion passed without objection at 6:42 pm.

4. Noticed Motion to Rescind a Motion Previously Adopted

Motion by Brian Edwards-Tiekert that the motion approved by the committee at its November meeting regarding PNB approval of the KPFA budget that included the language "such authorization to terminate on March 15, 2007 unless..." is rescinded.

Motion passed without objection at 6:54 pm.

5a. CFO Report

The CFO reviewed the latest financial reports and the draft audit report.

Motion by Lonnie Hicks (as revised on the unapproved motions of LaVarn Williams, Dave Adelson, and others) that the PNB Finance Committee recommends that the PNB request that the ED and CFO identify funds in the National Office budget with which to explore outreach with potential new partners for the Pacifica network, such funds to be disbursed through Requests for Proposals. Additionally, that the ED and CFO propose an RFP process towards the goals of identifying creative sources within the network and in the community that deserve support, expand the Mission, and have potential to develop additional revenue streams.

Further consideration postponed to next meeting without objection at 7:45 pm.

Motion by Teresa Allen (as amended on the unapproved motion of Brian Brian Edwards-Tiekert) that the CFO prepare a listing of how much was spent on the last 5 PNB meetings on transportation (including airfare), hotel lodging and meeting rooms, food, and miscellaneous, and that an estimate also be prepared on national staff time spent in support of these meetings.

Motion mooted by the CFO's agreement to add such information to his upcoming report to the PNB, and to send it out in advance to Finance Committee members.

Motion by LaVarn Willaims (as amended on the unapproved motion of Dave Adelson) that the National Office work with the LSBs and local stations with the objective of reducing the annual cost of PNB meetings by 10%, with half of any achieved local savings being devoted to increasing the outreach budgets of stations that meet their portion of this goal.

Further consideration postponed to next meeting without objection at 8:20 pm.

Discussion of this motion included recognition of a need for policies and guidelines regarding Director responsibility for the additional expenses of late reservations, early arrivals, extra stays, and long distance phone calls billed to hotel rooms.

Motion by LaVarn Willaims (as amended on the motions of Terry Goodman and Lonnie Hicks) that the Finance Committee recommends that prior to the March PNB meeting, the CFO arrange a teleconference orientation meeting to include station Business Managers, LSB Treasurers, and the National Finance Office Staff regarding goals, procedures, RFP processes, chart of accounts

uniformity, and budget planning.

Motion approved without objection at 8:37 pm.

Motion by Dave Adelson that the PNB shall not approve funding greater than \$10,000 for initiatives outside of approved budgets without prior review by the PNB Finance Committee.

Motion approved without objection at 8:40 pm.

5b. Continuing Unfinished Business

Agenda items not fully addressed in the meeting include Headcount, Review Legal Expense Forecast, Legal Settlement review by Coordinating Committee, Foundation-wide Signature Authorization levels, and Finance Committee Motion on Archive Restoration.

Consideration postponed by meeting adjournment.

The Chair announced that she would distribute a draft committee report to members this weekend and that she would be absent from tomorrow's PNB teleconference meeting.

6. Adjourn

Motion by Lonnie Hicks to adjourn.

Committee adjourned without objection at 8:43 pm PST.

Respectfully Submitted,

Terry Goodman

Secretary Pro-Tem

These minutes were approved on 2/15/07.