

Proposed Agenda for KPFK LSB Meeting of May 18, 2013  
(all times include board discussion time)

**Open Session**

- I. Call to Order / Opening Business (15 min)
  - a) Roll Call
  - b) Excused Absence Requests
  - c) Welcome of new member
  - d) Agenda Approval
  - e) Minutes Approval
  - f) Ground Rules for Communication
  - g) Announcements
  
- II. Scheduling / Location / Announcement of Meetings (3 min)
  
- Next LSB Meeting: Wednesday, June 19, 7:00 PM, location TBD.
  
- III. Implementation / Follow Up / Action Items (3 min)
  - a) GM 2013 Elections Report (motion passed on April 17, 2013)
  - b) Five budget priorities discussed via email (from April 17, 2013)
  
- IV. General Manager Report Summary and Q&A (20 min)
  - a) GM summarizes report (5 min)
  - b) Board Q&A (15 min)
  
- V. Public Comment I (questions to GM) (7.5min)
  
- VI. GM responds to public comment (2 min)
  
- VII. PNB Reports (20 min)
  - a) Directors
  - b) Committees
  
- VIII. Public Comment II (questions to PNB Directors) (7.5 min)
  
- IX. PNB Directors respond to public comment (2 min)
  
- X. Governance Committee (9 min)
  - a) Notice to rescind a previous motion (06-12)
  - b) Motion on Committee Membership (see Appendix for text)
  - c) Motion on LSB Elections (see Appendix for text)
  
- XI. Finance Committee Report (5 min)

- a) Treasurer's Report
- b) KPFK budget update

XII. PD Search Committee Election (20 min)

- a) Establish Committee Composition (LSB vs. listeners)
- b) Nominations from the floor (7-11 seats available)
- c) Candidate Statements (one minute each)
- d) Teller Instructions / Distribution of Ballots / Voting
- e) Canvas / Teller's Report
- f) Election of Committee Officers (Chair, Vice-Chair, Secretary)
- g) Scheduling of PD Search Committee Meeting

XIII. Public Comment III (during debate on pending motions and elections) (7.5 min)

XIV. Public Comment IV (7.5 min)

(Open Session total 129 min)

**Closed Session** (60 min)

- I. Call to Order / Roll Call
- II. Personnel Committee / GM Evaluation
- III. Drafting of Report-Out

Open and Closed Sessions total 189 min

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Motions from the Governance Committee:

“Membership of LSB committees shall remain open to allow for sufficient publicity and recruitment of listeners members.” **Passed** without objection on May 13, 2013.

“The KPFK LSB urges the iED and the PNB to hold the 2013 LSB elections in accordance with the Pacifica Bylaws.” **Passed** without objection on May 13, 2013.

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Pacifica Foundation Program Director Search Process

Whereas Article Seven, Local Station Boards, Section 3: Specific Powers and Duties, Sec. E. of the Bylaws, reads, "To screen and select a pool of candidates for the position of station Program Director, from which pool of approved candidates the station's General Manager shall hire the station's Program Director. The LSB may appoint a special sub-committee for this purpose" (No objection.)

Be it hereby resolved that the following steps shall be taken in sequence in order to conduct an approved search for a candidate to fill an open position. All references below to “National Office” specifically indicate the National H.R. worker, if one is in place, or if not, the E.D. (No objection.)

1. Where an LSB creates a search sub-committee, the LSB shall specify, in the motion which creates it, which of the procedures it intends to delegate. Such a sub-committee shall include a minimum of 7 and a maximum of 11 members consisting of LSB members, including paid and unpaid staff members, and may also include non-LSB listener members and non-LSB staff members. Names, email addresses, and phone numbers of all sub-committee members shall be sent to the National Office. (No objection.)
2. The PNB Personnel Committee shall provide a copy of the job description, candidate evaluation criteria, and, for non-LSB members of a created sub-committee, a confidentiality agreement to be executed by the sub-committee's 2nd meeting. (No objection.)
3. The LSB or its sub-committee shall arrange through the National Office for publication of an ad in venues reaching diverse communities per FCC and EEO guidelines and the ad shall be placed within 7 days of the request. Ad budget shall be set by the GM and LSB. In addition, an ad shall be posted at the station's premises, on its website and airwaves, and in its e-newsletter or other publications. Application period shall be 30-45 days, and applications shall be submitted to a central location in the National Office and then distributed, in their entirety, via email to the LSB or its sub-committee and the GM. (No objection.)
4. The LSB or its sub-committee shall create a timeline not to exceed six (6) months to complete its work, including meetings, rankings, interviews, and reports at each LSB meeting. The timeline shall include a meeting at which the sub-committee shall receive training from the National Office on laws and rules concerning the hiring process. The LSB or sub-committee may or may not arrange a meeting of the qualified candidate finalists with the paid and unpaid staff. (No objection.)
5. All LSB or sub-committee meetings regarding the hiring process shall be noticed to the public, and held according to the open-meeting provisions of the Pacifica bylaws. (No objection.)
6. To assure equal treatment of all candidates, each interview round shall be conducted by the same method (e.g., phone, in-person, etc.). (No objection.)
7. The LSB or its sub-committee shall formulate a list of standard interview questions for all candidates. (No objection.)
8. The LSB or its sub-committee shall decide on its pool (3-5) and rankings of recommended candidates using Single Transferable Voting, with LSB or sub-committee members strongly encouraged to write a brief explanation of their votes. (No objection.)
9. If, as the 6-month mark of the sub-committee's existence approaches, it appears that the sub-committee will not complete its work, the LSB may reaffirm the sub-committee and extend its term or reconstitute using the same process articulated in #1 above. (No objection.)
10. In the case of the search sub-committee, it shall write a final public report explaining the process it went through in its search and recommendations, and shall also submit a confidential appendix to the LSB containing the names and rankings of its recommended pool members (3-5), along with any explanations written by sub-committee members of their votes. (No objection.)
11. If no sub-committee is created, the LSB shall prepare a public report as described above and a confidential appendix to the GM containing the names and rankings of its recommended pool members (3-5), along with any explanations written by LSB members of their votes. (No objection.)
12. If the selection is made by a sub-committee, the LSB shall in executive session discuss and vote on whether to accept the candidate pool and rankings as presented by the sub-committee, or may revisit the pool of qualified candidates, or review the process. (No objection.)

13. As per Article 7, Section 3E of the Pacifica Bylaws, the General Manager shall make the final decision regarding which individual from the pool shall be offered the position. Said decision shall be made and reported to the LSB within a month of receipt of the LSB's recommendations. (No objection.)

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