

Minutes of the KPFK Local Station Board Meeting of June 19, 2013

The regular monthly meeting of the KPFK Local Station Board was held on Wednesday, June 19, 2013, 7:20 PM, at Peace Center West, 3916 Sepulveda Blvd., Culver City, CA 90230, the Chair (Tej Grewall) being in the chair and the Secretary (John P. Garry III) being present. Michael Novick served as Vice-Chair Pro-Tem. The minutes of the previous meeting (May 18, 2013) were approved.

Fifteen members were present, constituting a quorum: Chuck Anderson, Ankin Antaram (arrived 8:05), Fred Blair, Lydia Brazon, Steve Brooks, Chris Condon, John Cromshow, Tej Grewall, Jim Lafferty, Margie Murray, Michael Novick, John Parker, Steve Pride, Lawrence Reyes, John Wenger.

Six members were excused: Rodrigo Argueta, Aryana Gladney, Fred Klunder, Brenda Medina, Dutch Merrick, John De Simio.

Three members were absent: Kim Kaufman, Summer Reese, Lamont Yeakey.

Also present: Terry Goodman (Audio Recordist, Web Liaison) and members of the public.

Authority and Notice: This meeting was authorized by the LSB's adoption of a regular meeting schedule at its meeting of February 13, 2013. The date was posted on KPFTX.org on February 14, 2013. The location was noticed to the Board via email and posted on KPFTX.org on June 5, 2013. Additional notice was posted on KPFK.org and other websites on the same date (see Appendix A). A meeting announcement was broadcast on KPFK 90.7 FM during the nine days prior to the meeting.

Audio Recording: The audio of the meeting is available at:

<http://www.kpfk.org/lspbmenu/160-meetingminutes.html>

[Play All--Audio Hour 1]

I.a. CALL TO ORDER / ROLL CALL (7:20) [1:06]

The meeting was **called to order** by the Chair at 7:20 PM with an initial quorum of fourteen.

I.b. EXCUSED ABSENCE REQUESTS (7:21) [2:38]

The excused absence requests of Argueta, De Simio, Medina and Merrick were accepted without objection.

I.c. AGENDA APPROVAL (7:22) [3:14]

The Governance Committee Report and the General Manager's Report Summary and Q&A (due to the absence of the General Manager) were deleted without objection. A Program Director

Search Committee formation, a five minute Community Advisory Board Report, and an additional ten minutes of Public Comment were added without objection.

Point of order from Condon: What just happened [The Vice-Chair not allowing Condon to make a motion] is improper. Now is the time to submit new motions. The Chair ruled that the motion in question could be placed in New Business.

Condon **moved to amend**: Include Motion 10B from the deleted Governance Committee Report in New Business in executive session. Wenger seconded. The request for inclusion in the executive session was withdrawn by the maker without objection.

Motion **passed** by a show of hands vote: Yes—7, No—4, Abstain—2. [18:00]

The amended agenda was **passed** without objection.

I.d. MINUTES APPROVAL (7:38) [19:35]

Novick moved approval of the minutes of May 18, 2013, which were forwarded electronically to the Board prior to the meeting. Lafferty seconded. **Passed** without objection.

I.c. GROUND RULES FOR COMMUNICATION (7:40) [21:04]

The Chair reiterated principles for Board communication and public participation.

I.f. ANNOUNCEMENTS (7:40) [21:34]

Novick announced the following: today was the 5th anniversary of the passing of former LSB Chair Don White; Juneteenth (commemoration of the passage of the Emancipation Proclamation); the 60th anniversary of the execution of the Rosenbergs.

Grewall announced that June 1 in Santa Monica each year shall be Nick Gabaldon Day (a commemoration of a pioneering African-American surfer). Grewall also reported on a presentation-performance by KPFK staff at Roosevelt High School on May 23, 2013.

Brazon announced that the room the Board was meeting in will be named The Don White Room.

Reyes noticed an event in support of Russell Maroon Shoatz at the Southern California Library for Social Research on June 27, 2013, 6:30 PM.

II. SCHEDULING / LOCATION / ANNOUNCEMENT OF MEETINGS (7:45) [25:41]

Next LSB Meeting: Saturday, July 20, 1:00 PM, location TBD. The Chair committed to find a meeting location. Peace Center West will be a fall-back location.

III. IMPLEMENTATION / FOLLOW UP / ACTION ITEMS (7:48) [28:51]

a) GM provides to the board the Staff Voters list (motion passed on April 17, 2013).

The General Manager was not present to report. There was a brief discussion on the matter.

b) Five budget priorities discussed via email (from April 17, 2013).

Novick **reported** on a “KPFK Budget Brainstorm for Fiscal year 2014” held at the Radio Station KPFK on May 3, 2013.

The five main spending/investment priorities were: 1) Advertising+social, media/web-site inter-activity; 2) Video production capability; 3) Events; 4) Calling out (for renewals and sustainers) & calling back (to call-ins); 5) Training.

Brazon **moved** to carry forward Item a. Staff Voters list for the next meeting. Lafferty seconded. **Passed** without objection.

IV. PROGRAM DIRECTOR SEARCH COMMITTEE (7:53) [34:01]

The Chair read “Pacifica Foundation Program Director Search Process” (see Appendix D)

The Secretary read “MOTION ON PD SEARCH COMMITTEE” from the minutes of April 17, 2013

Novick **moved**: [53:46]

Resolved that the LSB establish a PD Search Committee of 11 members to advertise for, devise an interview process and narrow a pool of possible candidates for the position of Program Director and submit a ranked list of 5 applicants for approval of the LSB as a whole according to the PNB resolution. The LSB retains final authority to submit the list of 3 to 5 applicants to the General Manager.

Be it further resolved that 3 of the 11 positions be reserved for interested listeners and staff who are not on the LSB and that these openings be noticed to the public on the website and on air so that listeners and staff can apply and be selected next month subject to all confidentiality requirements.

Lafferty seconded.

[Play All--Audio Hour 2]

PUBLIC COMMENT I (8:20) [00:53]

Public comment was heard for six minutes.

Program Director Search Committee resumed at 8:26 [7:55].

Point of personal privilege from Cromshow: Responded to a listener comment in which he was named. Debate on the motion continued.

Lafferty **called the question** on the main motion.

Motion to end debate **passed** by a show of hands vote: Yes—8, No—6, Abstain—0 (time had expired, a simple majority required). [17:12]

Main motion **passed** by a show of hands: Yes—11, No—1, Abstain--2. [18:15]

Wenger **moved to extend** 10 minutes. Condon seconded. **Passed** without objection. [25:34]

PD Search Committee nominations (from the floor and a previous list):

Chuck Anderson
Ankine Antaram
Rodrigo Argueta
Fred Blair
Lydia Brazon
Chris Condon
John Cromshow
Aryana Gladney
Tej Grewall
Michael Novick
Steve Pride
Lawrence Reyes
John Wenger

Brazon **moved** to close nominations and hold an election at the next meeting. Lafferty seconded. **Passed** without objection. [32:23]

PUBLIC COMMENT II (8:51) [33:04]

Public comment was heard for ten minutes.

Responding to a public comment, Novick reported-out on the Closed Session of May 18, 2013: The LSB discussed personnel matters and adopted two motions: a new executive session for June 19, 2013; establish a new mechanism of communications with station staff. [42:50]

Murray and Novick reported on the most recent Finance Committee meeting. [45:06]

The public meeting was **adjourned** at 9:06 PM without objection due to the expiration of time. [47:35] The executive session was held in the same location immediately afterwards.

Respectfully submitted by John P. Garry III, Secretary
(these minutes were approved on July 20, 2013)

Appendix A—Public Notices

Emailed by Terry Goodman on June 5, 2013:

The KPFK Local Station Board will meet on Wednesday, June 19, 2013, from 7:00 pm to 10:00 pm at the Peace Center in Culver City, 3916 S. Sepulveda Blvd, Rms 101-102, Culver City CA 90230-4640 (dial 22 on the intercom panel to request entry). There is parking in the lot behind the building.

Each Local Station Board meeting typically includes a report from the station's General Manager, reports from National Board Directors and local committees, and several periods of public comment.

Refs:

<http://www.kpfb.org/lspbmenu/93-calenderandnotices/7175-local-station-board-6192013-700-pm.html>

http://www.kpfb.org/eventcal.html?task=view_detail&agid=3216&year=2013&month=06&day=19

http://www.kpfb.org/pacalendar/cal_show1.php?eventdate=20130619

Appendix B—Approved Agenda

Proposed Agenda for KPFK LSB Meeting of June 19, 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: Saturday, July 20, 7:00 PM, location TBD. | |
| III. Implementation / Follow Up / Action Items | (3 min) |
| a) GM provides to the board the Staff Voters list. (motion passed on April 17, 2013) | |
| b) Five budget priorities discussed via email (from April 17, 2013) | |
| IV. Program Director Search Committee Formation | (20 min) |
| V. Community Advisory Board Report (Dave Johnson) | (5 min) |
| VI. PNB Reports | (20 min) |
| a) Directors | |

b) Committees	
VII. Public Comment II (questions to PNB Directors)	(7.5 min)
VIII. PNB Directors respond to public comment	(2 min)
IX. Finance Committee Report	(5 min)
a) Treasurer's Report	
b) KPFK budget update	
X. Public Comment III (during debate on pending motions and elections)	(7.5 min)
XI. Public Comment IV	(7.5 min)
XII New Business	
a) Motion on CIA payola issue	
Closed Session (Personnel matter 30min; GM Evaluation 60 min)	(90 min)
I. Call to Order / Roll Call	
II. LSB Discussion of Personnel Matter	30 min.
III. Personnel Committee / GM Evaluation	60 min.
IV. Drafting of Report-Out	
	Open and Closed Sessions total 195 min

Appendix C—General Manager's Report

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

**Saturday, June 19, 2013
(Bernard Duncan, General Manager)**

Manager's Overview

- Our Spring into Summer fund drive resulted in a total of \$1,108,000 raised to maintain KPFK services. We plan to run a mini drive in August, beginning on either August 13 or 20. Final decisions on the drive will be made this week.
- There was an outstanding response to a KPFK sponsored book signing by The Doors' drummer, John Densmore at Amoeba Music on June 14 organized by Maggie Lepique, with a line of people stretching around the block outside the store.

Outreach and Development

- The Colburn School – A relationship has been established between KPFK Radio and the Colburn School of Music. Ruthie Buell ("Uncle Ruthie") – a KPFK radio programmer since the station's inception in 1959 and host of *Halfway Down the Stairs* – presented the first in a

quarterly series of programs showcasing students from the Colburn School called “*Play the Tune Again*”.

The Colburn School of Music is an important cultural institution in the city of Los Angeles, and an important ally for KPFK Radio as we strive to fulfill our mission of supporting artistic development and arts education in our community. Such a broadcast relationship with a performing arts school means access to thousands of new listeners and potential donors through the promotion of the station to parents, friends and faculty, and encourages the growth of additional links to important educational institutions throughout the region.

From the Colburn’s website:

The Colburn School is a world-class performing arts school where a renowned faculty provides instruction in music, dance and drama to dedicated students of all ages. Since 1950, the school has equipped students with the skills, support and opportunity needed to achieve their highest, artistic goals. The school's state-of-the-art campus is located in the 'heart-of-art' of downtown Los Angeles, neighboring Walt Disney Concert Hall, the Music Center, the Museum of Contemporary Art (MOCA) and the planned Broad Museum.

Colburn has five divisions designed to reach students at every level of their development: Their community school (School of Performing Arts), pre-college music division (The Academy), a degree granting music conservatory (Conservatory of Music), a dance school (Trudl Zipper Dance Institute), and an adult education division (Adult Studies) are all exemplary in their fields of instruction.

The first of these quarterly “*Play the Tune Again*” programs was broadcast on Saturday, June 15th, and featured the stories and performances of four students from the Colburn Young Artist Academy and the School of Performing Arts, respectively. The students, ranging in age from 12 to 17, were: Nathan Lee (cello student of Ronald Leonard); Zihui Song (piano student of Ory Shihor); Felix Jen and Haoxian Hu (both piano students of Jeff Lavner).

- Events – KPFK is media sponsor of the Ford Summer Series, Grand Performances, Levitt Pavilion Concerts in the Park (MacArthur and Pasadena), and the Skirball Sunset Concert Series. There are myriad film festivals and screenings, speaker and community events scheduled for cross-promotion during the next two months. Check the Event Calendar on KPFK.org for a complete listing.
- Cross-promotion and Publicity – The Downtown Independent Theater has agreed to be our screening home for future films, and has agreed to carry the full-length three and a half minute PRA-KPFK video promo as the pre-screener for all their film screenings. A new one-minute (67 seconds) version of this promo is being developed, incorporating the voice of Amy Goodman of *Democracy Now!*, with a more extensive promotions campaign under discussion.

- Community Advisory Board (CAB) – A meeting of the ad hoc CAB was convened by volunteer Dave Johnson on Saturday, June 1, 2013 at 11am. A report from that meeting will be presented when ready.

Programming

- While the results of our fund drive were better than recent drives, this success raises questions about how to approach upcoming fund drives. A very large portion of the funds came via special programming. While we also had improved results for some regular shows (notably *Democracy Now!* and *Letters and Politics*), and positive numbers for traditional stalwarts *Sojourner Truth* and *Background Briefing* – the vast majority of once-a-week shows stepped aside so that bigger numbers could be raised in those hours.

With the introduction of special fund drive programming the daily dollar totals were truly impressive in the final ten days of the drive when the highest percentage of regular programs were pre-empted; which would seem to beg the question as to whether we should unabashedly pursue this strategy even earlier in the fund drive. On the other hand, the stripping out of regular shows leads to an abrupt change in our regular programming – and, indeed, the reports we receive from the radio research council suggest that the size of our audience can drop during the period of the greatest amount of pre-emptions. However, there is clearly an audience for the types of shows produced, evidenced by the number of pledges received.

One strategy would be to develop more shows that can better carry their weight during fund drives. Current shows are also being encouraged to work on generating other forms of revenue for the station, such as sponsoring public fund raising events for the station. Another strategy would be to use part of the (fleeting) financial surplus to promote the station more effectively, in the hope of increasing our audience and thus building our donor base.

The station's approach to the fund drives, and fund raising in general, will be one subject among many on the agenda at an upcoming all-programmers meeting on June 30th.

- Recent KPFK programming highlights include the annual Radio Bloomsday special last Sunday (unfortunately interrupted when our signal went down a couple of hours into the broadcast), a live remote broadcast featuring the *Canto Tropical* show, and four hours of special programming from the Left Forum in New York; as well as the unprecedented three day break from the fund drive that we took over Memorial Day week-end.

Operations

- Facilities – Minor plumbing problems were fixed in the sinks for both the men's and women's restrooms.

The installation of a new and improved digi-cart system in master control has been re-scheduled for the first week of July. We are projected to be fully using the Zetta system by the end of July after having major training for board operators and music programmers.

Annual landscape maintenance has commenced this month. Maintenance will happen on a once a month basis.

There was a theft during the fund drive; a staff member had her wallet stolen. A police report was filed along with video footage showing the suspect.

HVAC unit 6's compressor has failed again. We first had an outage on May 13th, in which there were leaks found in our compressor tank and lines leading from it. The compressor was replaced then. ACCO continued to advise us that we need to replace the unit and that as we keep replacing the compressor the integrity/efficiency of the unit will degrade. These recent repairs will cost us approximately \$3,000 - \$6,000. I am currently trying to work something out with ACCO. A new unit will cost about \$15,000. It will be inevitable that we will need to replace another one with something that will meet our current and foreseeable future needs.

- Telecoms – Two static IP lines were installed at Mt Wilson for use for transmitter control/monitoring by AT&T.
- FCC License Renewal – The first two of four required pre-filing announcements ran as required by the FCC on June 1st and June 15th. The second two will run in July on the 1st and the 15th.

As usual our EEO will be due at the end of July.

- Remote Broadcast – Our first remote at the Los Angeles Salsa Congress event went well. We expect to continue to do this event every year.
- Social Media –

Facebook

FB Total Likes up 1.3% for a total of 12,274

People talking about us up 136%

Most "Reach" Post with a reach of 15,712 –

link: <https://www.facebook.com/KPFK90.7/posts/10151391586755965>

Just when you thought the NRA's annual convention in Houston this weekend couldn't draw any more negative attention, it goes out and casually promotes a company selling a product that can help you practice shooting your ex-girlfriend.

Twitter

117 New Followers in May

Total Mentions for May 193

Most Mentions: Continues to be theBradBlog with 49

Mentioned by Most Notable (w/ the highest Klout) @xoxoLizza

KPFK Dispatch

Our email list has grown to 15,691.

Engineering

- Studios – Sunday evening, June 16, there was a cable connection failure in the studio microwave transmitter that carries KPFK program audio to the Mt. Wilson transmitter site. The cable was replaced and the microwave is now working well. The KPFK studios are operating well.

- Malibu 90.7 Booster site – Two tests of the new microwave path from Oat Mountain to the Malibu booster site have been completed, the other two tests we plan to finish before the end of June.
- 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 – There was a power failure at the translator site that caused the translator to go off the air. The emergency power generator at the site did not start as it should have. Sometime between the initial power failure and when power was restored circuit breakers tripped and had to be reset manually. The translator is in good condition and is working well.
- Mt. Wilson 90.7 transmitter site – the Nautel transmitters are operating reliably and at full power.

Business Office

- The Business Manager is currently out of the country on vacation leave, so specific payables may not be updated at this meeting. However the Pacifica Radio Archives Business Manager is assisting with day-to-day check requirements. As of this morning –
 - Total Cash in Bank on June 19 is **\$331,900** (20,000 on May 17). This includes the \$50,000 grant secured by Maggie Lepique for work on Studio A, which is held separately from operating bank accounts.
 - National Office payments are up-to-date and advance payments have been approved.

Bernard Duncan
General Manager
June 19, 2013

Appendix D--Pacifica Foundation Program Director Search Process

MOTION 1: Pacifica Foundation Program Director Search Process

As substituted and now resubmitted for 1/26/12:

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.)
