

Minutes of the KPFK Local Station Board Meeting of September 20, 2015

The regular monthly meeting of the KPFK Local Station Board was held on Sunday, September 20, 2015, 1:19 PM, at the Aris & Carolyn Anagnos Peace Center, 3916 Sepulveda Blvd., Culver City, CA 90230, the Vice-Chair (Jim Lafferty) being in the chair and the Secretary (John P. Garry III) being present. The minutes of the previous meeting (August 19, 2015) were approved. Douglas Barnett was seated as a new member following the August 18, 2015 retirement of John Wenger.

Fifteen members were present, constituting a quorum: Chuck Anderson, Rodrigo Argueta (arrived 1:39), Douglas Barnett, Fred Blair (arrived 1:24), Lydia Brazon, John Cromshaw (arrived 1:24), Luis Garcia y Ayvens (arrived 2:44), Jim Lafferty, Brenda Medina, Dutch Merrick (arrived 2:44), Michael Novick, John Parker, Steve Pride (arrived 1:24), Lawrence Reyes, Ron Spriestersbach.

Seven members were excused: Ankin Antaram, Steve Brooks, Tej Grewall, Kim Kaufman, Fred Klunder, Chipasha Luchembe, Lamont Yeakey (timely request received post-factum).

Two members were absent: Chris Condon, Aryana Gladney.

Also present: Leslie Radford (KPFK General Manager) 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 18, 2015. The date and location were posted on KPFTX.org on February 22, 2015 and on KPFK.org on February 23, 2015 (see Appendix A). The notice for the executive session was posted on September 14, 2015. An automated e-mail notification from pnb@kpftx.org was sent to Board members on September 13, 2015.

Audio Recording: The audio of the meeting is available at: <http://kpftx.org/archive.php>

[Audio Part 1: kpfk150920a.mp3]

I. CALL TO ORDER / OPENING BUSINESS (1:19)

The meeting was **called to order** by the Chair at 1:19 PM.

I.a. ROLL CALL I (1:19)

Nine members were present, resulting in a lack of quorum. Without objection the Board proceeded with the business allowed at an unquorumed meeting.

Douglas Barnett was recognized as a new member.

I.b. BOARD & PUBLIC ANNOUNCEMENTS (1:26)

Parker announced the LA People's Tribunal on Racist Police & State Terror, Friday-Saturday,

October 16-17, 2015, at LA Trade Technical College.

Reyes announced a KPFK Outreach Committee fund-raising event with Lynn Stewart on Saturday, October 17, 7:00-10:00 PM at SEIU Local 721 (location confirmation pending).

Novick announced that White People For Racial Justice will have a cycling contingent participating in the Sunday, October 18 Ciclavia event. There will also be street theater performances. Novick also announced the circulation of a petition for a state ballot measure to revoke the state law allowing charter schools.

Adam Rice (public) announced that on Tuesday, September 22, and Tuesday, September 29, 9:00 AM there will be demonstrations at the Los Angeles Board of Police Commissioners meeting by the Stop LAPD Spying Coalition.

Nancy Lawrence (public) announced the Fight For the Soul of the City demonstration on Saturday, September 26, 9:30 AM. Location TBA.

Quorum was achieved at 1:39 PM.

Pride announced that the staff of KPFK's IMRU program will represent the station at San Gabriel Valley Pride at Pasadena Memorial Park on Saturday, October 17, 11:00 AM-6:00 PM.

ROLL CALL II (1:41)

An initial quorum of 13 was established.

I.c. GROUND RULES FOR COMMUNICATION (1:44)

The Chair reiterated principles for Board communication and public participation.

I.d. DESIGNATE TIMEKEEPER / ESTABLISH TIME LIMIT FOR SPEAKERS (1:44)

Medina volunteered to be the timekeeper. The standard 90-second limit for individual speakers was approved without objection.

I.e. EXCUSED ABSENCE REQUESTS (1:45)

Brazon **moved acceptance** of the excused absence requests of Antaram, Brooks, Grewall, Kaufman, Klunder and Luchembe. Spriestersbach seconded. The requests were **accepted** by unanimous consent with one abstention.

Responding to a request from Brazon, the Secretary **committed** to report on Board motions regarding excused absence requests.

I.f. AGENDA APPROVAL (1:47)

Novick **moved approval** of the Agenda. Argueta seconded. Medina **moved to amend**: Adhere to the time-certain for adjournment for the executive session. Brazon **moved to amend**: Delete items IIa, IIIa, IIIb, V. and reduce PNB Reports to 15 minutes. Both motions were accepted by the maker as friendly amendments. The agenda was **approved** as amended without objection (see Appendix B).

I.g. MINUTES APPROVAL (1:52)

Brazon **moved approval** of the minutes of August 19, 2015, which were forwarded electronically to the Board prior to the meeting. Reyes seconded. **Passed** without objection.

Argueta **moved**: The Governance Committee shall draft a motion to deal with repeated LSB absences. Barnett seconded. **Passed** by unanimous consent with two abstentions.

II. IMPLEMENTATION / FOLLOW UP / ACTION ITEMS (1:57)

a) \$5,000 LSB fundraising goal added to the KPFK FY2016 Budget.

Novick reported on the telephonic meeting of the Fundraising Committee.

III. GENERAL MANAGER REPORT SUMMARY AND Q&A (2:00)

The GM summarized her monthly report (which was distributed electronically to the Board prior to the meeting and was distributed in hardcopy to the Board and the public, see Appendix C) and responded to Board questions.

PUBLIC COMMENT I (2:14)

Public comment (questions to the GM) was heard for two minutes.

GM Report continues (2:16)

[Audio Part 2: kpfk150920b.mp3]

Novick **moved**: The KPFK LSB recommends to the Pacifica National Board that if the station requires bridge loans, the General Manager and LSB members are authorized to make such loans. Only loans that do not constitute a conflict of interest according to Pacifica Bylaws and California law shall be accepted. Brazon seconded.

Motion **passed** by a roll call vote: Yes—11, No—0, Abstain—1.

Yes—Anderson, Argueta, Barnett, Brazon, Cromshow, Medina, Novick, Parker, Pride, Reyes, Priestersbach.

Abstain—Blair.

Board questions to GM continue. (2:23)

PUBLIC COMMENT II (2:33)

Public comment was heard for six minutes. Without objection, time was extended to allow for one additional speaker. The GM responded to public comment.

IV. LOCAL ELECTION SUPERVISOR REPORT (2:41)

Novick read a report submitted by the LES: The LSB elections have been delayed, not cancelled. The new date of record has not been set. Members can still sign up for electronic voting. Any updates will be posted on www.elections.pacifica.org.

V. HATE SPEECH TASK FORCE REPORT (2:43)

KPFK Policy of Inclusion and Respect

KPFK maintains strong support for the right to critique positions or the actions of any person, organization, nation or group of nations, and to advocate for change. The mission of Pacifica is “to engage in any activity that shall contribute to a lasting understanding between nations and between the individuals of all nations, races, creeds and colors; to gather and disseminate information on the causes of conflict between any and all of such groups; and through any and all means...to promote the study of political and economic problems and of the causes of religious, philosophical and racial antagonisms.”

However, KPFK does not tolerate speech intended to defame, dehumanize and intimidate individuals and groups based on identity or perceived identity. Gender/gender identity, race/ethnicity/ancestry, age, sexuality, physical disability, religion, national origin, language, and social class are some of the categories of identity targeted in such speech.

Programmers are not expected to police the statements of live guests, but must demonstrate a good-faith adherence to the principles of this policy when interviewing or scheduling guests. They are expected to not use guests as proxies to avoid adhering to KPFK's core principles under this policy. Programmers are responsible for the content of pre-recorded programs. Station Management shall accept no claims of religious exemption to this policy.

A KPFK broadcaster who engages in or facilitates on-air hate speech shall be subject to a range of sanctions and may be required to perform corrective actions. These include: an on-air apology/acknowledgment; the airing of rebuttal guests; statements or programs in which the offending host will participate; a loss of one or more programs. If the behavior persists, or if a violation is severe enough, a programmer may be taken off the air immediately and permanently. The decisions of Station Management in these matters are final.

This policy seeks not to censor but lift up our level of discourse.

Lafferty seconded. Without objection, it was agreed that this draft of the policy could be voted on at this meeting. Discussion followed.

Lafferty **moved to extend** five minutes for additional Board discussion and public comment. Reyes seconded. **Passed** without objection.

Spriestersbach **moved** to have Lafferty rewrite the policy and consider it at the next meeting. No second recorded. No action taken.

PUBLIC COMMENT III (3:02)

Public comment (on the Policy of Inclusion and Respect) was heard for seven minutes.

Hate Speech Task Force continues. (3:09)

Brazon **moved to refer** back to the Task Force, which will include Jim Lafferty in the next draft, and bring it back to the Board at the next meeting. Merrick seconded. **Passed** without objection.

VII. PNB REPORTS (3:12)

The Chair welcomed Douglas Barnett to the LSB, affirming his official status as an LSB Member.

PNB Directors Brazon and Medina reported.

[Audio Part 3: kpfk150920c.mp3]

Argueta reported. Discussion followed.

Responding to a request from Merrick, Brazon (future Interim Executive Director) **committed** to not seek a permanent position as Executive Director. She also committed to serve as iED as a volunteer until the position can be filled.

Lafferty **moved to extend** 7.5 minutes for public comment. Novick seconded. **Passed** without objection.

PUBLIC COMMENT IV (3:22)

Public comment was heard for seven minutes.

Merrick **moved to extend** five minutes. Garcia y Ayvens seconded.

Motion to extend **failed** by a show of hands (2/3 required): Yes—8, No—7, Abstain—0.

The open session **adjourned** due to a special order at 3:33 PM.

The Board reconvened in executive session from 3:39 to 4:33 PM in the same location.

Respectfully submitted by John P. Garry III, Secretary
(These minutes were approved on October 21, 2015)

Appendix A—Public Notices

https://kpftx.org/pacalendar/cal_show1.php?eventdate=20150920

<http://www.kpfb.org/index.php/eventcal/icalrepeat.detail/2015/09/20/2077/-/lsb-meeting#.Vf4AUEZppdo>

Appendix B—Approved Agenda

Open Session 1:00-3:20

I. Call to Order / Opening Business (15 min)

- a) Roll Call
- b) Ground Rules for Communication
- c) Excused Absence Requests
- d) Designate Timekeeper, establish time limit for speaking
- e) Agenda Approval
- f) Minutes Approval (8-19-2015)
- g) Announcements

II. Implementation / Follow-Up / Action Items (4 min)

- a) \$5,000 LSB fundraising goal added to the KPFK FY2016 Budget.

III. General Manager Report Summary and Q&A (30 min)

- a) GM summarizes report (5 min)
- b) Board Q&A (15 min)
- c) Public Comment I (questions to GM) (7.5min)
- d) GM responds to public comment (2.5 min)

IV. LES Report (30 sec)

V. Hate Speech Task Force Report (17.5 min)

- a) First Draft of Hate Speech Policy Discussion (10 min)
- b) Public Comment II (7.5 min)

VI. Program Director Search Committee Formation (5 min)

- a) Motion to Reconstitute.
- b) Scheduling of first meeting.

VII. Treasurer's Report (on LSB expenses) (1 min)

VIII. Committee and Task Force Reports (15 min)

Fundraising Committee Report (5 min)

Finance Committee Report (5 min)

Governance Committee Report (5 min)

a) Strip Programming Motion (see Appendix)

GM Search Committee Report (0 min)

Outreach Committee Report (0 min)

Personnel Committee Report (5 min)

PD Search Committee Report (0 min)

Programming Oversight Committee Report (0 min)

Town Hall Task Force Report (0 min)

IX. New Business (0 min)

X. Old Business (0 min)

XI. Public Comment IV (final public comment) (7.5 min)

XII. Adjournment at 3:20 PM

3:20—3:30 Meeting room is cleared for executive session

Executive Session 3:30-4:00

I. Roll Call

II. Personnel Issues

Motion from Governance (passed December 15, 2014, 3-1-1)

Whereas strip programming on KPDK occupies most of the drive time (peak) programming, the LSB and station management shall replace these strip programs with non-strip programs in order to open up the airwaves to many other voices and analyses. This shall be implemented within 60 days.

Appendix C—General Manager Report



Report to the Local Station Board

19 September 2015

PERSONNEL

In the two months since my last requested report, we have made some difficult decisions regarding personnel in order to ensure that KPFK stays on the air.

After more than a month in consultation with the Executive Director, the Pacifica Finance Committee, the KPFK Finance Committee, and the union, on August 24, I announced in a meeting with the staff that all personnel who were at more than half-time would be reduced to half-time for a period not to exceed four months and 3 people (two and a half positions) would be laid off. Needless to say, the announcement was demoralizing and has impacted station programming, operations, administration, and network operations. Nevertheless, with payables reaching \$600,000 and fund drives increasing in frequency and length to the point of driving away listeners, it is necessary to bring our debt load in line with our capacity to catch up. I asked employees to provide me with a list of what would and wouldn't get done during the workload reduction. Some, but not all, responded.

Neither the E.D., the Pacifica Finance Committee, or the KPFK Finance Committee offered alternatives. I continue to work with the union, under close guidance from the National Office and their consultants, to come to some agreement, and last week we opened the KPFK general ledger for the union to view. We are making arrangements for the union to meet with the Foundation's financial consultant.

In production, the unpaid staff shows—those without dedicated production staff—are having problems getting the production help they need. In two evening staff meetings, we asked them to send a member of their team to the weekly training provided by the paid production team so that they can handle production within their show collectives.

The subscriptions department is struggling but capable of keeping up thus far since we can't afford premiums for them to distribute. We are discussing options with the subscriptions director for covering phone room administration during the upcoming fund drive and have promised them more volunteer phone answerers for that drive.

Our paid programmers have chosen mixed options. Some are providing repeats of previous shows, re-edited shows, and material they've had but not yet aired. One host is now airing two days a week with experienced volunteer hosts on the remaining days.

Operations is already suffering, with telephones that aren't taking incoming calls and apparently can't be rebooted. (See more about the phones under Operations below.) Although I anticipate essential functions will be maintained, I also anticipate that repairs and maintenance will take longer than usual. For instance, translator maintenance is now happening every other week rather than every week.

Management has worked out a schedule that keeps a manager in the building during working hours per FCC rules. Essential and mandated functions are continuing, but future planning, such as programming improvements, development, and longer-term planning are at a standstill. Management's salaries were adjusted to comply with a California Division of Labor Standards Enforcement ruling that managers must receive at least twice the minimum wage: one manager's salary increased slightly, another's was lowered, and the third remains the same pending further legal research.

California Work Sharing was denied because we did not have an original signature from the Executive Director and because the union had not agreed. We have acquired the signature and submitted it to the union.

We are pushing forward slowly with bringing in volunteers. Without a volunteer coordinator, we missed applying for interns at the beginning of the fall college and university semester. However, we have continued the stringers training, we are increasing production training, and we have begun social media training. In the evening staff meetings we gathered a list of unpaid staff needs, and we're working to fill those.

FINANCES

Accountemps provided us with a business manager who began on September 7 and left on September 14. On September 17 they provided us with a bookkeeper to work on bank reconciliations for three days and are looking for a suitable replacement.

As reported to the Finance Committee, KPFK owes \$555K (not including the pension payment or seniority settlements still under discussion), and does not have enough cash in the bank to make the September 30 payroll and vital expenses between now and then. Part of this is due to a last minute change in severance arrangements that entailed a large and immediate payout.

The initial solution was to start a fund drive on September 22 (to make the Sep 28 deadline to have the money available for distribution), but the staff objected to the short notice with limited hours, and the expenses of any fund drive that crossed a fiscal year would have to be accrued—more work for a taxed subscriptions department. The staff was also adamant that our listeners wouldn't respond to a fund drive one month from the end of the last one.

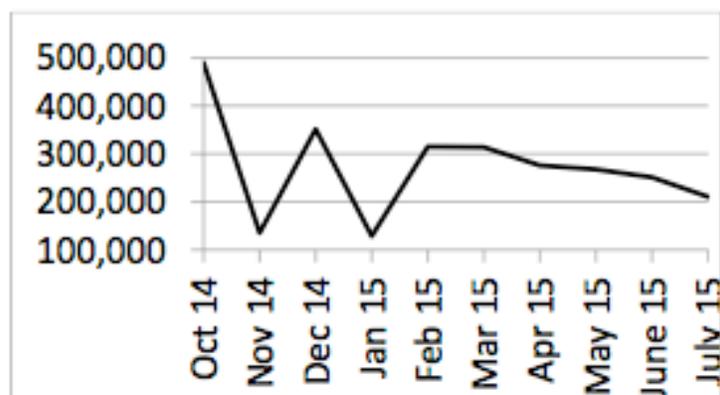
The second solution was to borrow money from members to see us through. Twelve thousand dollars was raised this way, with the possibility of raising more if the LSB waives conflicts of interest. However, this meeting is too late to announce the start of a fund drive in two days.

In discussion with the subscriptions and programming heads, it was decided to bridge the deficit with a no-premiums, four pitches/hour "Flash Drive" on Thursday and Friday, September 24 and 25, with a goal of \$30,000. We will need additional loans to meet our month-end needs if the Flash Drive doesn't succeed, and so still need this body's waiver of conflict. However, the Flash Drive allows the staff time to gather premiums and will split the fund drives between fiscal years.

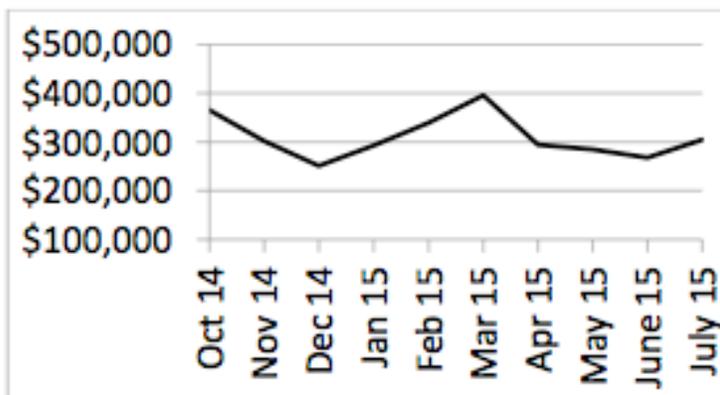
With the help of the Finance Committee chair, the budget template is nearly completed. A big shout-out to Michael for his help on this.

The August Income Statement is not yet available. According to the corrected Income Statement for July, estimated income for July was \$201,118. Estimated expenses were \$262,850, including an \$11K reduction in salary expenses; catch-up payments for telephones from May and June (approx. \$8.6K) and equipment lease from May (\$2K), tower expenses (\$3K); and making up some premium expenses (\$29K total).

Income FY2015 to July



Expenses FY2015 to July



OPERATIONS

The new phone system has been put on temporary hold until we have the money to install the cable and purchase the connectors (approx. \$2500) and the Pacifica Radio Archives can provide its share of the cabling costs.

We have repaired the air conditioning pump in the telecom room. The Telos 2x12 phone hybrid has not yet returned from repairs.

I will maintain the web as soon as I have administrative and database permissions until I can make other arrangements.

Engineering Report as of August 17, 2015 from Bob Conger

- Studios – The studios are generally in good condition and operating properly. The PCR Telos telephone hybrid is being repaired and refurbished by the manufacturer.
- Malibu 90.7 Booster site – The booster transmitter is operating OK at reduced power.
- Rancho Bernardo 93.7 translator site – in good condition and operating well.
- Santa Barbara 98.7 translator site – in good condition and operating properly.
- Mt. Wilson 90.7 transmitter site – The KPFK program audio circuit was down for a period of time this past Sunday afternoon due to failure of a power supply that feeds the audio processor at the Mt. Wilson transmitter site. A different power source was used to supply power to the audio processor and program audio to the transmitter was restored at 4:12pm. Replacement or repair of the failed unit is being looked into. The Nautel transmitters are operating reliably at full power.

PROGRAMMING

The news department is working with programming to develop a plan to include volunteer stringers and expand KPFK's news to 30 minutes. In the meantime, volunteers have presented a proposal and are preparing a demo for a Saturday half-hour news show.

Because of the workload reductions, *Uprising* is using volunteer hosts three days a week.

After careful review of the FSTV contract, on August 25 I advised FSTV that we would remain in compliance with the contract by continuing to provide *Uprising* as agreed to, with alternate hosts since the regular host had announced that she could only produce 2 ½ days of programming. After discussion with all parties, including considering the option of reducing our portion of the fund drive proportionately, FSTV determined it was in their interests to cancel the contract. As of June, FSTV had generated \$6.6K in gross income.

The program director has been working with a collective to develop a weekly Spanish-language program.

OUTREACH, FUNDRAISING, DEVELOPMENT

I have not had time to prepare the development plan I promised for this meeting. I have submitted an operations equipment grant request to the Dew Foundation and am preparing one for the California Arts Council. It is difficult to find Foundation funding with an profit(loss) statement that shows \$258K in deficit spending for FY2014 and \$387K in deficit spending thus far in FY2015 and has no audit for the most recent fiscal year.

Volunteers and staff have volunteered to table at the Levitt in MacArthur Park for several shows in the next couple of months, at Banning Park for the Labor Day march and picnic, the Sunset Concert at the Skirball, and at several Grand Performances. Michael Novick has generously agreed to

Parking lot events included the play "If the SHU Fits: Voices from Solitary Confinement" and two music events, for a net of \$669.25. Michael Novick has generously agreed to continue our Speakers Series in October.

I have begun finding volunteers to maintain our commitment to current Film Club members.

Volunteers called about 500 lapsed members over a weekend, asking them questions about their membership and KPDK from a prepared script, and the front desk staff is continuing the project. It hasn't brought in much revenue, but it has engaged listeners and provided some insight into the effects of the redistribution of wealth in the region and our aging demographic.

FUND DRIVE

The next fund drive is scheduled for October 6-November 1 with a goal of \$750,000. It will rely on monetizing every available hour. The plan was developed in three meetings with paid and unpaid staff. The following bullet points were sent to staff and programmers:

- ❖ Soft pitch beginning NOW.
 - At least once an hour, mention that if people like the show (or the station, or whatever), they donate at kpfk.org/support_kpfk.
- ❖ No program changes for people willing to pitch for the first two weeks and maybe throughout the drive.
 - *If you're not pitching, let Alan know.*
 - A lot of listeners (and programmers) seem to be more tired by the schedule interruptions than they are by the incessant fund drives. We can't do much yet about the need for fund drives, but we're going to try to keep the grid intact. We'll decide by the end of the first week if this is working and we'll let you know whether we're going to have to flip back to premium-driven programming.
- ❖ We're relying heavily on the unpaid staff to make this work, since paid staff is on half-time and we need \$1500/hour.
 - The unpaid staff I talked to needed help with premiums and production (and some other stuff), and we're going to work with you on both. Come up with ideas for cheap or free unique premiums. Some of the ideas were donations from past or current guests, tickets, original CDs pulled from past shows or the archives (people are putting together a Freedom Now! collection, for instance)
 - Raise money off-air. I sent out a memo a couple of months ago that this is fine, and we'll credit your show for any money you raise (legally!) from house parties, food sales at farmers' markets, car washes, or your rich uncle. A couple of shows already have a few hundred dollars in their accounts.
 - Begin now
- ❖ The theme is "KPDK Under Construction." Through the drive, push the PLUS that we're listening to the listeners
 - Keeping your show on the air during the fund drive—SUPPORT THAT

- We're building a self-sustaining station that relies less on fund drives
- We're bringing you more news, public affairs, and music from Southern California's communities
- Anything else that KPFK is doing for the listeners
- ❖ Staff will be supported
 - Social media training on September 19 at 4:00 p.m.
 - Instructions on entering premiums into the database
 - Branding in the studio for social media purposes
 - Phone runners from the phone room to the studio
- ❖ What staff can do
 - Help with phone room volunteers. We'll make the calls, but bring a carful of friends and stay in the phone room for the show after yours
 - Cross-pitch—arrange to pitch on each other's shows
 - Pump donating to KPFK out on social media
 - Do listener call-in's during shows before the fund drive. Listeners get really engaged during these.
 - Call and email friends to donate to your show and the station
 - Forward promote and horizontally promote the shows after you and on the next day in your slot—show solidarity
 - Make promos for your show

Christine Blodale and unpaid staff have advised me that they're working on premiums.

ELECTIONS

We hosted numerous candidates' signature events and provided volunteer and paid production support to the KPFK LES to produce candidate carts. Those are now in rotation.

My thanks to Bob Conger and Efen Llarinas for help in compiling this report.

Respectfully submitted,

Leslie Radford
General Manager, KPFK