

**Program Advisory Committee Meeting Agenda**  
**May 14, 2019**

*Present: Roger Warner, Erin Yanke*

Facilitator: Roger

Note taker: Erin

**Introductions**

**Meeting Guidelines**

**Staff Reports**

**Board Report**

**General:**

**Staff Reports**

Lisa - PM News and Public Affairs

Jenna - AM News and Public Affairs

-KBOO has been granted an extension for the Interim AM News and PA director position through June 28

-No new/retired programs

-Voices from the Edge host Jo Ann Hardesty has stepped back and is now hosting only twice a month on weeks 1 & 3. A new volunteer host, Rachelle Dixon, is filling in every 2<sup>nd</sup> Thursday of the month. I am working on getting other weeks filled with Native Voices from the Edge or using the time for talk radio mentoring.

-Asian and Pacific-Islander Heritage Day – May 3, 8a-4p – went well. Had good feedback from API community.

-Radio Free Palestine – May 15, 8a-9p

-Working on funding an iPad to support News programming

Erin- other

- New Programming
  - Fearless Frequency will start June 8th to take the place of Colin's show
- Festival Season news
  - Good in the Hood will broadcast for Saturday and Sunday this year
  - Blues Fest will be 4 days
  - Jon Wolfert is talking with Pickathon to change the time of our remote to better serve the audience and KBOO
- Archive
  - Editathon was successful

- ARSO Conference and presentation went really well, have national connections with other archives
  - Sending 75 tapes to media preserve this month for digitization
- Youth
  - Interviewing workshop at Jefferson High School
  - David Douglas High interns through May
  - Will probably try to share a summerworks intern with Archive and the music library
- Oregon Community Media meeting
  - Restructuring collaborative programming
  - Next meeting in Salem will function as a one day conference/Workshop

NO BOARD REPORT

MEETING June 11, 2019 6pm

Adjourned: 6:25

#### PROGRAM ADVISORY COMMITTEE (PAC)\* RESPONSIBILITIES

##### Programming Task Breakdown

A. The Program Director, AM News and Public Affairs Director, and/or the PM News and Public Affairs Director (called Program Staff for the rest of this document) can take these actions: 1. develop new programming 2. fill attrition slots: in cases of no format change, no consultation with the Program Advisory Committee (PAC) is required 3. fill attrition slots: if there is a format change, Program Staff should seek advice and recommendations from the PAC 4. change existing programming, after seeking advice and recommendations of the PAC 5. develop overall standards for broadcast and podcast 6. shape yearly goals for programming 7. revise programmer rights and responsibilities document as needed 8. suspend programmers for not fulfilling on-air responsibilities laid out in the Programmer Contract 9. any other items listed in the current job descriptions.

B. The Program Staff works through the PAC to: 1. provide active leadership of the PAC 2. shape yearly goals for PAC 3. ascertain community needs in a pro-active and mission-driven way on a regular basis 4. evaluate broadcast and podcast programming quality on a regular basis 5. report all programming changes to the PAC

C. PAC is responsible for: 1. assisting Program Staff in shaping all policy items listed in Section B above 2. working with the Program Staff to solicit input from community 3. working with the Program Staff to meet yearly PAC goals 4. serving as the Community Advisory Board to ascertain community needs 5. serving as a work group to assist Program Staff in all areas as needed Policy #6 Proposed Revision 2

D. Committee makeup: 1. Committee is self appointed (any KBOO Foundation member who attends three meetings in a row and who agrees to fulfill responsibilities can become a voting

member). 2. The board has the option to appoint a maximum of five (5) individuals from underrepresented groups at any time. The appointees will have immediate voting rights. 3. . The Program Staff, as well as at least one (1) and no more than two (2) members of the board, shall all be voting members of the committee. 4. The committee is open to new membership any time. 5. Any member who misses three (3) meetings in a row, or consistently does not fulfill PAC responsibilities, shall be removed as a voting member, per KBOO Bylaws Article VIII, Section 5. 6. Members appointed by the board under Sections D. 2. and D. 3. above will be reappointed by the board annually. \*The "Program Advisory Committee" or "PAC" is the commonly used name of the "Program Committee" referenced in KBOO Bylaws Article XIII, Section 4a.

Approved by the Board 5/14/84 As Amended 10/85 As amended by the Board of Directors  
1/23/07