

Minutes of the KPFK Local Station Board Meeting of November 17, 2012

Public Session

The regular monthly meeting of the KPFK Local Station Board was held on Saturday, November 17, 2012 at People's College of Law, 660 South Bonnie Brae Ave, Los Angeles, CA 90057, 1:14 PM, the Chair (Michael Novick) being in the chair and the Secretary (John P. Garry III) being present. The minutes of the previous meeting (October 17, 2012) were approved.

Twenty-two members were present, constituting a quorum: Chuck Anderson, Ankine Antaram (arrived 1:40), Rodrigo Argueta, Fred Blair, Lydia Brazon, John Cromshow (arrived 1:36), John De Simio, Aryana Gladney, Tej Grewall, Leonard Isenberg (arrived 1:30), Kim Kaufman, Fred Klunder (arrived 1:35), Jim Lafferty (arrived 1:24), Ali Lexa (arrived 1:26), Brenda Medina, Dutch Merrick, Margie Murray, Michael Novick, Summer Reese (arrived 1:31), Lawrence Reyes, John Wenger (arrived 1:48), Lamont Yeakey (arrived 2:06).

Two members were excused: Ken Aaron, John Parker.

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

Authority and Notice: This meeting was authorized by the LSB by a motion approved at its meeting of February 15, 2012. The date was posted on KPFTX.org on February 18, 2012 with an update on November 9, 2012. The location was noticed at the meeting of October 17, 2012. Additional notice was posted on KPFK.org and other websites beginning on November 9, 2012 (see Appendix A).

I. CALL TO ORDER / ROLL CALL (1:14)

The meeting was **called to order** by the Chair at 1:14 PM Pacific Standard Time with an initial quorum of 13.

I.a. EXCUSED ABSENCE REQUESTS (1:16)

The excused absence request of Aaron and Parker was accepted without objection.

I.b. GROUND RULES FOR COMMUNICATION (1:16)

The Chair reiterated principles for Board communication and public participation.

I.c. AGENDA APPROVAL (1:16)

Murray **moved** approval of the Agenda. Medina seconded. **Passed** without objection.

I.d. ANNOUNCEMENTS (1:16)

Medina announced ballot petitions for Los Angeles Community College Board candidates, which would be distributed during the meeting. Merrick announced that *The War Around Us* was accepted in the Artivist Film Festival and his film *Tonatiuh, Father Sun* was awarded a prize at the Yosemite Film Festival. Murray thanked on-air town hall volunteers. Novick reported that translation equipment was available.

I.e. MINUTES APPROVAL (1:19)

Brazon **moved** approval of the October 17, 2012 open session minutes. Medina seconded. **Passed** without objection.

II. SCHEDULING / LOCATION / ANNOUNCEMENT OF MEETINGS (1:20)

Brazon **moved** to change the December meeting to Saturday, December 22, 2012. The Chair polled the board on December meeting dates:

Wednesday December 19—8
Saturday, December 22—7
Wednesday, December 26—4
Saturday, December 29—10

Saturday, December 29, 2012, 1:00 PM at Peace Center West was established as the next regular meeting.

III. IMPLEMENTATION / FOLLOW UP / ACTION ITEMS (1:32)

Novick reported on the Governance Committee discussion of issues arising from the last LSB meeting. There was discussion of Board decorum.

IV. GENERAL MANAGER REPORT SUMMARY AND Q&A (1:38)

The GM being excused, there was Board discussion of the GM Report (see Appendix B).

Lafferty **moved** to defer the Special Budget Meeting to a future date. Reese seconded. Medina **moved to amend**: the Special Budget Meeting shall be held on December 29, 2012. Murray **moved** to hold the meeting on Wednesday, December 19, 2012. Lafferty **called the question**. Brazon **moved to amend**: The meeting shall be contingent on the presence of the GM. December 19, 2012 was **approved** as the date for the Special Budget meeting by voice vote.

V. PUBLIC COMMENT I (1:46)

Public comment was heard for five minutes. The Chair noticed the phone number for people needing an LSB Election ballot: 866-720-4357.

VI. GM responds to public comment

Omitted due to the excused absence of the General Manager.

VII. PNB REPORTS (1:51)

Reese (Pacifica iED), Brazon, Lexa reported. Discussion followed. Klunder **moved to extend** five minutes. Kaufman seconded. **Passed** without objection.

Lafferty **moved** (amended by the Board) the following:

The KPFK LSB directs the GM to work with the LES to do the following:

1. On-air candidate forums shall be scheduled during days, afternoons, and evenings so that each has fewer candidates participating than recent ones.
2. There shall be multiple, bilingual candidate forums for the Spanish language candidates.
3. Candidate statements shall be aired every hour on the hour, 24 hours a day, so that each candidate shall have equal airing during each time of day.
4. There shall be a Spanish language call-in number for voters in need of ballots.

Passed without objection.

Point of order from Merrick: Encouraged people to donate to cover the cost of the room and the donated food.

VIII. PUBLIC COMMENT II (2:48)

Public comment was heard for eight minutes

XIII. LSB FUND RAISER WORK GROUP REPORT (3:01)

Novick reported. The proposed event is for March 9, 2013; a dance program at Jewel's Catch One with station DJs. Discussion followed.

Lexa **moved to approve** the proposal. Brazon **called the question**. **Passed** by a majority hand vote (tally not recorded).

Brazon **moved to adjourn**. Medina seconded. The meeting **adjourned** without objection at 3:09 PM.

The Board reconvened in executive session from 3:12 to 4:00 PM in the same location.

Respectfully submitted by John P. Garry III, Secretary
(these minutes were approved on December 29, 2012)

Appendix A—Public Notices

Emailed by Terry Goodman on November 9, 2012:

Regular and Special Meetings

The KPFK Local Station Board will hold its regularly scheduled monthly meeting on Saturday, November 17, 2012 at 1:00 PM, at the Peoples College of Law located in the Westlake district of L.A. at 660 South Bonnie Brae Street, Los Angeles, CA 90057, between Wilshire and Seventh Street. The venue is near the Westlake-McArthur Park station on the Metro Red Line and is served by numerous Metro bus lines in the area. There will also be a one-hour special meeting on the station budget approved by the National Finance Committee.

Closed Session Included

The agenda will include a substantial executive session to complete the process of selecting a candidate pool for the position of Program Director to submit to the General Manager.

During the public period of the meeting, there will be opportunity for public comment. You may also send your comments to the LSB by email at LSBoard@kpfk.org.

Refs:

<http://www.kpfk.org/lspbpbmenu/93-calenderandnotices/6538-lsb-open-and-closed-11172012-100-pm.html>

http://www.kpfk.org/eventcal.html?task=view_detail&agid=2806&year=2012&month=11&day=17

http://www.kpftx.org/pacalendar/cal_show1.php?eventdate=20121117

Appendix B—Approved Agenda

Proposed Agenda for KPFK LSB Meeting of 11-17-2012 (all times include board discussion time)

I. Call to Order, Roll Call, Excused Absence Requests, Agenda Approval, Ground Rules for Communication, Announcements, Minutes Approval	(10 min)
II. Scheduling / Location / Announcement of Meetings	(5 min)
a) Expanded December meeting	
III. Implementation / Follow Up / Action Items	(5 min)
a) GM Meeting with Omar Burdet	
b) Governance Committee addresses staff/listener complaints	
IV. General Manager Report Summary and Q&A	(15 min)
a) GM Summary 2 min, b) Board questions 13 min.	
V. Public Comment I (questions to GM)	(7.5min)
VI. GM responds to public comment	(3 min)
VII. PNB Reports	(15 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. Public Comment III (during debate on pending motions)	(7.5 min)
XI. Finance Committee Report	(5 min)
a) Treasurer's Report	
XIII. LSB Fund Raiser Work Group Report	(7.5 min)
XIV. Town Hall Task Force Report	(7.5 min)
XV. Public Comment IV	(7.5 min)
	Public Session Total 105 min
Executive Session	
I. Roll Call, Agenda Approval, Minutes Approval	(10 min)

II. Compose Report-Out on prior Executive Sessions (5 min)

III. Program Director Search discussion (55 min)

IV. PD Search STV Election (15 min)

V. Compose Report-Out on current Executive Session (5 min)

Executive Session Total 90 min

Special Budget Meeting 60 min

I. Roll-Call (5 min)

II. Report-Out on Executive Sessions (5 min)

III. Budget Report (15 min)

IV. Board Discussion (17.5 min)

V. Public Comment (17.5 min)

Appendix C—General Manager Report

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

Saturday, November 17, 2012

(Bernard Duncan, General Manager)

Manager's Overview

- Along with the other four Pacifica stations, KPFB's broadcasting on November 13 and 14 was given over to the Pacifica Radio Archives for the *Campus Campaign* fund raiser. The following day all stations broadcast a 12-hour fundraiser to contribute to restoring New York's WBAI after Super Storm Sandy forced its evacuation from its building. KPFB provided phone room facilities, and both fund drives surpassed their goals.
- A second Nautel NV20 transmitter has been ordered to combine with our existing transmitter and restore KPFB to full broadcast power. See the engineering section of this report (below) for more details about the timeline for the installation process. An anonymous donor has provided \$10,000 towards the transmitter's purchase, and he visited the station on Thursday to deliver his check to the General Manager.

- Following allegations from a volunteer at the October meeting that he had been subjected to racial discrimination at the station, the General Manager met twice with him in the company of a staff member and an independent observer. After careful consideration of all of the evidence and dialogue related to these meetings, it was the judgment of the GM that no racial discrimination had occurred and that the matter was more one of misunderstanding.
- The build up to the 2012 Local Station Board election continues with candidate statements and forums airing. However the rotation of candidate statements was interrupted for the archives and WBAI emergency fund drives. KPFK's next fund drive (and indeed that of all Pacifica stations) will run from December 4 to 18.
- The General Manager will not be in the US at the time of the November meeting and therefore unable to attend.

Outreach and Development

- Membership/Fund Drive – A local fulfillment house has been identified to process the Gary Null October fund drive “Survivor Pack” premium consisting of a book, a 3-CD set and a water filter. We've enlisted the services of a fulfillment house due to the complicated size of the water filter, which is contained in a package that is 14” x 14” x 20”. There were nearly 800 requests for this premium package, and the station is not equipped to handle the storage or shipping of this item.
- Events, Media Sponsorships & Film Club – KPFK is still media sponsoring events and film festivals during this month, though not as heavily due to the Pacifica Radio Archives two-day Campus Campaign fundraiser, the one-day save WBAI on-air fund drive, and the rotation of LSB candidate promos and on-air Candidate Forums.
- Community Advisory Board (CAB) – Two meetings of the ad hoc CAB have taken place this month: One in Fullerton on November 3rd (convened by volunteer Mike Clark), and one in Long Beach on November 10th (convened by volunteer Mansoor Sabbagh). Those who attended filled out a CAB Survey. Details will be reported later in December or January. A “Community Needs Assessment” survey has been sent out via The KPFK Dispatch and is now posted on KPFK.org (as of 11/13/12). Data will be compiled for a report to be presented to management in the next few months.

Updates: Volunteers and Outreach –

Career and Internship Connection 2013 - West Coast (Los Angeles) Jan 8th, 2013

KPFK has registered with Internship Connection in hopes of recruiting students. This organization “produces innovative events to help your organization meet your volunteer,

internship and full-time recruiting needs". Participation is free. These events, held in New York, Boston, Washington DC and Los Angeles, bring the students to you with the goal of interning over the summer and/or working full-time after graduation in these metro areas. There's immediate access to hundreds of quality candidates. In total, eight are ranked in the top 40 for "Best National Universities," seven ranked in the top 70 "Best National Liberal Arts Colleges" and represent diverse majors including liberal arts, engineering, and sciences.

UCLA Pathway Program

KPFK will partner again with the UCLA Extension's Pathway Program and host several interns this school year. Pathway at UCLA Extension is designed to give students with intellectual and other developmental disabilities a college experience that builds a desire for lifelong learning and pursuing a fulfilling career.

Programming

- Local News – The programming department successfully launched a designated 15 minute-long local news report as part of KPFK's 6pm Monday-Friday news hour. We began airing the report on Monday October 29th, thanks, especially, to the work of Ernesto Arce and Dan Fritz. Also, thanks to our co-workers up north at KPFA who have accommodated the change to the best of their abilities. Before the launch, we were averaging roughly seven and a half minutes of Southern California news per night – we have effectively doubled that amount of coverage.

We did not promote the news capsule on-air for the first two weeks, first because we wanted to get our "sea-legs" so-to-speak, and then because of the pending interruption due to the PRA national fund-raiser. But starting Friday, we began running short promo spots announcing on-air that the local news capsule can be heard Monday through Friday at 6:15pm. After the break for the autumnal feast this week, we'll begin running spots asking for volunteers to assist in producing local news content.

Our plans for the news room are very ambitious and clear. We will proceed step-by-step towards becoming, once again, an exemplary local-news gathering community radio station.

- Fund Raising – Over the last month, we completed a successful fall fund drive that raised over \$900,000 even though it ended early due to the need to cover the general election. The station also hosted a successful Pacifica Radio Archives fund drive this past week (always great to hear the amazing Archival material in the PRA drives!). This past Thursday KPFK made a huge contribution to the emergency one-day fund drive for WBAI, manning the phone rooms and hosting three of the twelve hours from Cahuenga Boulevard West.

- Pre-emptions – Both of this past week’s fund drives, and the national election coverage (which was organized late due to the disruption that Hurricane Sandy caused *Democracy Now!*), led to circumstances where KPFK shows were pre-empted with less than one week’s notice. We want to acknowledge the tremendous level of cooperation we received from programmers due to these unexpected programming disruptions.

In response to these pre-emptions, we are now planning for a high-profile Spanish Language special, as the Spanish Language shows have all-too-often been pre-empted without having the opportunity to highlight their programming in timeslots other than their own. This will be a great opportunity to attract new audiences for KPFK’s Spanish Language Programming.

- Election Coverage – Of course, KPFK did an exceptional amount of focused programming on the general elections; which contrasted sharply with all other broadcast media in Southern California. This included nine hours of special election-night coverage that began with Eric Mann hosting a special *Voices from the Front Lines* followed by a special *Background Briefing* where the interim Program Director joined host Ian Masters to report early results and exit polls from the East Coast. Amy Goodman then anchored three hours of a live *Democracy Now!* special. Two of the next three hours were English Language co-productions of the KPFK and KPFA newsrooms with Dan Fritz and Ernesto Arce in the field with Christine Blodale and Alan Minsky live at KPFK’s studios. In between was an hour Spanish Language election night special. At midnight, Roy Tuckman anchored a discussion featuring KPFK’s Brad Friedman and Christine Blodale joined by Caroline Casey and Summer Reese.

Operations

- HVAC – During our recent quarterly maintenance it was found that air-conditioning unit five is rusting from the inside. The drain pan has mostly rusted away but the unit is draining properly. The rust goes back into the very hard to get at areas of the unit. Repairing it would require a lot of labor hours to take apart and replace various rusted components. It is therefore likely that we will need to purchase a new and more efficient unit in the first quarter of next year. The current unit is almost 27 years old.
- Key Card System – Over the past month we have had an unusual need for key card replacements, that prompted us to check out the system and it was found to have crashed. The data was also lost for a few days but luckily we were able to recover most of it.

This particular system made by Honeywell will no longer be supported as of next year. The computer system is currently one from early 2000, and is nearing the end of its life. We are looking at using one of our other computers to host the system.

It is advised that we plan to purchase a new system within 2 years.

- Facilities – Our garbage dumpster should be replaced next week, since our current one has lots of graffiti on it. This will happen at no charge.

High pressure cleaning of our drain from the kitchen to our sewage line has been postponed until the end of the year, when there are fewer people in building.

Disputed charges of \$69.00 by the LAFD for the required brush clearance inspection were successful, we got an apology letter and no fees were incurred.

One of our water cooler units was repaired. The compressor was broken.

Towards the end of the year we will get the parking lot re-striped, and annual carpet cleaning will take place.

- Constant Contact – We are now fully capable of making polls and surveys with our renewed service with Constant Contact. We currently have a CAB survey out now. Please take sometime to check it out here:

<http://survey.constantcontact.com/survey/a07e6mf2os4h9bkot65/start>

Engineering

- Studios – The KPFFK studios are generally in good condition and repair. The new audio network server is operating very well.
- Malibu Booster site – We are still working on alternatives to an antenna at the Saddle Peak site as well as other means of program delivery to the booster. One possibility that is being considered is a microwave installation from Oat Mountain to the Malibu booster on Saddle Peak.
- Rancho Bernardo translator site – This translator is in good condition and is operating well in Northern San Diego County.
- Santa Barbara translator site – The translator is in good condition and is operating

properly covering the coastal area of Santa Barbara.

- Mt. Wilson transmitter site – The old Armstrong transmitters have been taken completely out of service and put into temporary storage. The backup transmitter continues to keep KPFK on the air. We have ordered another Nautel solid state transmitter which will bring KPFK back up to full power and allow us to broadcast over all the southern California coverage area. Completion of the installation of the new transmitter is slated for the end of January.

There have been no major storms or power outages on Mt. Wilson so far this season, with the exception of a short weather-related power outage in early October, which was an opportunity for our recently refurbished back-up generator to prove its value.

Business Office

- KPFK's financial status reported from the Business Office as at **November 13** (cf. October 16) –
 - o Total Cash in Bank is **\$408,879.31** (330,000)
 - o Total payables stand at **\$84,000** (42,000).
 - o Central Services payments to National Office are **\$191,000**.
 - o We are still awaiting a CPB funding installment of around **\$85,000** from the National Office.

Bernard Duncan
General Manager
November 16 2012
