

Minutes of the KPFK Local Station Board Meeting of September 21, 2013

The regular monthly meeting of the KPFK Local Station Board was held on Saturday, September 21, 2013, 1:21 PM, at The Peace Center, 3916 Sepulveda Blvd., Culver City, CA 90230, the Chair (Tejvir Grewall) being in the chair and the Secretary (John P. Garry III) being present. The minutes of the two previous meetings (July 20, 2013, August 14, 2013) were approved and the Program Director Search Committee was populated.

Nineteen members were present, constituting a quorum: Chuck Anderson, Fred Blair, Lydia Brazon (arrived 1:30), Steve Brooks, John Cromshow, Aryana Gladney, Tejvir Grewall, Kim Kaufman, Nancy Kazar, Fred Klunder, Jim Lafferty, Brenda Medina, Michael Novick, John Parker, Steve Pride, Summer Reese (arrived 1:45), Lawrence Reyes, Ron Spriestersbach, John Wenger (arrived 2:00).

Three members were excused: Ankine Antaram, Rodrigo Argueta, Dutch Merrick.

Two members were absent: Chris Condon, Lamont Yeakey.

Also present: Bernard Duncan (KPFK General Manager), Terry Goodman (Audio Recordist, Election Teller, 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. Additional notice was posted on KPFK.org and other websites beginning on September 15, 2013 (see Appendix A). An announcement was broadcast on KPFK 90.7 FM beginning on September 18, 2013.

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 (1:21) [1:09]

The meeting was **called to order** by the Chair at 1:21 PM with an initial quorum of 16.

I.b. EXCUSED ABSENCE REQUESTS (1:23) [3:18]

The excused absence requests of Antaram, Argueta and Merrick were accepted without objection. Responding to a comment from Kaufman, the Chair committed to forward the excused absence requests to the Board.

I.c. AGENDA APPROVAL (1:25) [4:29]

Anderson **moved to amend:** Include a report by Parker on his trip to Lebanon and Syria in Agenda Item I.f. Lafferty seconded.

Passed by a show of hands: Yes—12, No—1, Abstain—2. [7:45]

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

I.d. MINUTES APPROVAL (1:29) [8:38]

Kaufman **moved to amend** the August 14, 2013 minutes: Redact the content of Agenda Item III.

After discussion Klunder **called the question. Point of order** from Reyes: Disputed certain claims about the August 14 budget discussion.

Motion to end debate **passed** by a show of hands: Yes—10, No—1, Abstain—3. [13:17]

Kaufman's motion to amend **failed** by a show of hands: Yes—4, No—9, Abstain—2. [15:42]

Kaufman **moved to amend** the August 14, 2013 minutes: Novick's unseconded, withdrawn motions in Agenda Item X shall be stricken.

Motion to amend **failed** by a show of hands: Yes—4, No—6, Abstain-4. [23:48]

Brooks **moved to amend** the August 14, 2013 minutes: Agenda Item III shall include: "The specifics of the budget were not discussed." Kaufman seconded. Kaufman **called the question.**

Motion to amend **failed** by a show of hands: Yes—5, No—8, Abstain—2. [25:38]

Novick **moved approval** of the minutes of July 20, 2013 and August 14, 2013, which were forwarded electronically to the Board prior to the meeting. Lafferty seconded.

Minutes **approved** by a show of hands: Yes—9, No—2, Abstain—5. [26:34]

I.e. GROUND RULES FOR COMMUNICATION (1:48) [27:59]

The Chair reported on the lack of quorum of the previous scheduled meeting and reiterated principles for Board communication and public participation.

I.f. ANNOUNCEMENTS (1:49) [29:18]

Parker gave a report on a recent trip to Lebanon and Syria. Medina announced Saturday, October 5, 2013 as a National Day for Dignity & Respect on immigration reform, 10:00 AM Hollywood Blvd. and Western Ave. Brazon announced furniture was available for donation at the Third Street Peace Center, 8124 W, Third Street, Los Angeles 90048. Novick reported on the on-going legal case of Aryana Gladney and encouraged donations to support her legal defense. Grewall encouraged people to see the film *GMO OMG*, currently in theaters.

Lafferty volunteered to be the timekeeper.

II. SCHEDULING / LOCATION / ANNOUNCEMENT OF MEETINGS (2:02) [41:33]

The next scheduled LSB meeting is Wednesday, October 16, 2013, location TBD.

III. IMPLEMENTATION / FOLLOW UP / ACTION ITEMS (2:02) [42:15]

- a) Improved PNB automatic notices. The Secretary reported that this had been done.
- b) Chair personally forwards meeting announcements to the Board. The Chair committed to do this from now on. Discussion followed.
- c) iED provides PNB budget approval process flow chart. Kaufman (Finance Committee Chair) committed to fulfill this item.

IV. GENERAL MANAGER REPORT SUMMARY AND Q&A (2:10) [49:20]

The GM summarized his August and September reports (see Appendices C and D), which were distributed electronically to the Board prior to the meeting. Discussion followed.

[Play All--Audio Hour 2]

Kaufman **moved to extend** five minutes. Brooks seconded.
Passed without objection (2:25) [2:23]

V. PUBLIC COMMENT I (questions to GM) (2:28) [5:12]

Public comment was heard and questions were posed to the GM for seven minutes.

VI. GM RESPONDS TO PUBLIC COMMENT (2:35) [12:10]

The GM responded to public comment. He announced lsboard@kpfk.org as an address for the public and committed to confirm that it was posted on KPFK.org.

VII. PNB REPORTS (2:37) [14:38]

- a) Directors. Brazon, Reese, Medina and Cromshaw reported. Medina announced pnb@pacifica.org as an address for the public.
- b) Committees. Medina reported on the Audit and Coordinating Committees. Wenger and Reyes reported on the Governance Committee. Brazon committed to forward the minutes of certain PNB committees to the Board. Novick reported on the Elections Committee.
- c) Board Q&A (2:52) **Point of order** from Medina: Questions should be answered by PNB Directors after all the questions are asked. The Chair agreed to facilitate this.

VIII. PUBLIC COMMENT II (questions to PNB Directors) (3:03) [40:05]

Public comment was heard for four minutes.

IX. PNB DIRECTORS RESPOND TO PUBLIC COMMENT (3:07) [44:56]

Brazon, Cromshow and Reese responded to public comment.

Wenger **moved to extend** one minute. Kaufman seconded:

Passed by a show of hands: Yes—10, No—6, Abstain—1. (3:11) [47:30]

Discussion continued.

Kaufman **moved to adjourn** and reconvene in closed session. Cromshow seconded.

After discussion Lafferty **called the question**.

Motion to end debate **passed** by a show of hands: Yes—11, No—7, Abstain—0. [52:27]

Kaufman's motion to adjourn **failed** by show of hands: Yes-3, No—11, Abstain—3. [53:25]

X. PROGRAM DIRECTOR SEARCH COMMITTEE ELECTION (3:17) [54:05]

a) Motion to Constitute New PD Search Committee

Novick **moved**:

Program Director Search Committee Motion

Moved that the LSB shall constitute a Program Director Search Committee composed of 9 members of the LSB elected by STV ballot to carry out a search for a Program Director under the guidelines and timeline established by the PNB. The election shall commence immediately following the approval of this motion.

The Committee shall advertise for, screen and interview candidates, and make its materials and recommendations available to the entire LSB, which retains the responsibility of forwarding a list of 3-5 qualified candidates to the General Manager, who shall make the final selection.

All proceedings of the Committee and the LSB that relate to applicants shall be kept confidential. The establishment of evaluative criteria, the methods of publicizing the position and other similar matters shall be carried out in public session. Specific interview questions shall be confidential, and shall meet Human Resources standards. (**Failed** by substitution)

Lafferty seconded.

[Play All--Audio Hour 3]

Kaufman **moved to substitute**: Find and use the guidelines of the original PNB Program Director Search Committee motion. Brooks seconded.

After discussion Lafferty **called the question**. **Point of order** from Lafferty: The only proper action at this time is to vote on the motion to end debate. The Chair proceeded to do so.

Motion to end debate **passed** by a show of hands: Yes—12, No—1, Abstain-4. [8:33]

Kaufman's substitute motion **passed** by a show of hands: Yes—11, No—6, Abstain—2. [9:39]

The March 22, 2012 Pacifica Foundation Program Director Search Process and the July 25, 2013 PNB amendment of said process were read aloud.

Point of order from Lafferty: The requirements of the just-passed motion have been satisfied. We now go to Wenger's motion. The Chair agreed.

Wenger **moved to amend**: There shall be 11 members of the PD Search Committee. Kaufman seconded.

Point of order from Cromshaw: The motion (made by Reese) belongs to the body and must be voted on—it cannot be withdrawn unilaterally. The Chair agreed and proceeded to a vote. A motion to amend by Reese was **withdrawn** by a show of hands: Yes—14, No-2, Abstain-1. [32:06]

Wenger's amendment **failed** by a show of hands: Yes—8, No—10, Abstain—0. [32:39]

Reese **moved to amend** the main motion: The ratio of staff and listener representatives on the Board shall be maintained as closely as possible in the PD Search Committee: 7 listener, 2 staff. Lafferty seconded. **Passed** without objection. [34:19]

The amended main motion **passed** without objection. [34:54]

Point of order from Lafferty: We need to clarify the length of this meeting. The Chair agreed.

Novick **moved to extend** for sufficient time to finish the Agenda Item X, PD Search Election. Reyes seconded.

Passed by a show of hands: Yes—14, No—0, Abstain—4. [36:41]

Medina **moved** to shorten nominee statements to 30 seconds each. Klunder seconded. **Passed** without objection.

b) Secretary reads LSB nominees [39:46]

Chuck Anderson (listener), Lydia Brazon (listener), Ankine Antaram (staff), Rodrigo Argueta (staff), Fred Blair (listener), Chris Condon (listener), John Cromshaw (staff), Aryana Gladney (listener), Tej Grewall (staff), Michael Novick (listener), Steve Pride (staff), Lawrence Reyes (listener), John Wenger (listener).

Brazon suggested and it was agreed without objection that members could speak on behalf of in absentia candidates.

c) Nominee statements (30 seconds each) (4:07) [40:52]

Nominee statements were heard in alphabetical order, save for Cromshow who was allowed to speak first.

d) Public Comment III (comments on PD Search elections and nominees) (4:15) [50:00]

Public comment was heard for five minutes.

e) Staff Election [54:23]

Point of order from Brazon: Made a suggestion for balloting. The Chair agreed and ballots were prepared.

[The remainder of the meeting was not recorded]

Grewall (7) and Pride (6) were **elected** by a secret STV ballot (see Appendices E and G for Teller's Reports).

f) Listener Election

Brazon (3), Blair (3), Novick (3), Wenger (3), Reyes (2.302), Gladney (2.016) and Anderson (1.681) were **elected** by a secret STV ballot (see Appendices F and G for Teller's Reports).

Kaufman **moved** that the next LSB meeting shall begin with a one hour executive session. Brooks seconded. **Failed** by substitution.

Brooks **moved to substitute**: The next LSB meeting shall start at 6:30 PM. Pride seconded. **Failed** by a show of hands. Yes—7, No—7, Abstain-0.

Point of order from Reese: We should have concluded the PD Search item first. The Chair ruled that the Board will dispense with the motions first.

Reyes **moved to substitute**: The closed session shall be from 9:00 PM to 10:00 PM. Novick seconded. **Passed** by a show of hands: Yes—7, No—0, Abstain-7.

New main motion **passed** without objection.

X.g) Tentative scheduling of first PD Search Meeting (5:06)

The first PD Search Committee meeting was scheduled for Wednesday, October 3, 2013, 7:00 PM, at Radio Station KPFK.

XI to XIV – Omitted.

XV. The meeting **adjourned** without objection at 5:12 PM.

Respectfully submitted by John P. Garry III, Secretary
(these minutes were approved on October 26, 2013)

Appendix A—Public Notice

Emailed by Terry Goodman on September 13, 2015:

The KPFK Local Station Board will meet on Saturday, September 21, 2013, from 1:00 pm to 4:00 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.

There will be an executive session for the Board to discuss the GM evaluation.

Refs:

<http://www.kpfk.org/lsbpbmenu/93-calenderandnotices/7462-local-station-board-9212013-100-pm.html>

http://www.kpfk.org/eventcal.html?task=view_detail&agid=3222&year=2013&month=09&day=21

<http://www.kpftx.org/pacalendar/calresults.php?eventdate=20130921>

Appendix B—Approved Agenda

Proposed Agenda for KPFK LSB Meeting of September 21, 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) Agenda Approval | |
| d) Minutes Approval (July 20, 2013, August 14, 2013) | |
| e) Ground Rules for Communication | |
| f) Announcements | |
| II. Scheduling / Location / Announcement of Meetings | (5 min) |
| The next scheduled LSB meeting is Wednesday, October 16, 2013, location TBD. | |
| III. Implementation / Follow Up / Action Items | (5 min) |
| a) Improved PNB automatic notices. | |
| b) Chair personally forwards meeting announcements to the Board. | |
| c) iED provides PNB budget approval process flow chart. | |
| IV. General Manager Report Summary and Q&A | (15 min) |

a) GM summarizes report (5 min)	
b) Board Q&A (10 min)	
V. Public Comment I (questions to GM)	(7.5min)
VI. GM responds to public comment	(2 min)
VII. PNB Reports	(25 min)
a) Directors (10 min)	
b) Committees (5 min)	
c) Board Q&A (10 min)	
VIII. Public Comment II (questions to PNB Directors)	(7.5 min)
IX. PNB Directors respond to public comment	(3 min)
X. Program Director Search Committee Election	(30 min)
a) Motion to Constitute New PD Search Committee (see Appendix for text)	
b) Secretary reads LSB nominees (see Appendix for list)	
c) Nominee statements (one min each)	
d) Public Comment III (comments on PD Search elections and nominees)	(7.5 min)
e) Staff Election Teller Instructions / Distribution of Ballots / Voting	
f) Ballot Collection / Count / Teller's Report / Chair announces results	
g) Tentative scheduling of first PD Search meeting	
XI Committee Reports	(10 min)
a) Governance Committee—Committees Motion (see Appendix for text) (5 min)	
b) Finance Committee—update on approved budget (5 min)	
XII. Public Comment IV (during debate on pending motions)	(7.5 min)
XIII. New Business - Omitted in the interest of time	(0 min)
XIV. Old Business - Omitted in the interest of time	(0 min)
XV. Adjournment	total open session time 140 min

Closed Session (60 min)

I. Roll Call

II. GM Evaluation

III. Drafting of Report-Out

total open and closed sessions 200 min

Program Director Search Committee Nominees (established at the June 19, 2013 meeting):

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

Program Director Search Committee Motion

Moved that the LSB shall constitute a Program Director Search Committee composed of 9 members of the LSB elected by STV ballot to carry out a search for a Program Director under the guidelines and timeline established by the PNB. The election shall commence immediately following the approval of this motion.

The Committee shall advertise for, screen and interview candidates, and make its materials and recommendations available to the entire LSB, which retains the responsibility of forwarding a list of 3-5 qualified candidates to the General Manager, who shall make the final selection.

All proceedings of the Committee and the LSB that relate to applicants shall be kept confidential. The establishment of evaluative criteria, the methods of publicizing the position and other similar matters shall be carried out in public session. Specific interview questions shall be confidential, and shall meet Human Resources standards.

Governance Committee Motion

Consistent with long-standing PNB policy, the KPFK LSB shall not schedule committee meetings on the same calendar day, unless one is in the afternoon and the other is in the evening. **Passed** without objection on August 19, 2013.

Appendix C—General Manager Report for August 2013

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

**Wednesday, August 21, 2013
(Bernard Duncan, General Manager)**

Manager’s Overview

- KPFK is about half way through a summer fund drive with mixed results so far. The KPFK fund raising is suspended today (August 20) to allow for a twelve-hour fund raising effort across the Pacifica network, with proceeds from the day going directly to the Pacifica Radio Archives to make up for shortfalls in the payment of Central Services fees from the Foundation’s east coast stations.
- The Pacifica National Finance Committee (NFC) met via phone-conference on the evening of August 19 to consider the KPFK budget for FY2014. The budget was passed by the KPFK LSB on August 14. The budget was not approved at this NFC meeting.
- A number of KPFK staff have been using accumulated vacation leave in recent weeks in an effort to get planned and paid-for vacation time done in between fund drives.

Outreach and Development

- Event Outreach – The month started with a fundraising event hosted by the *Beautiful Struggle* Radio Collective (Tuesdays at 7pm), called “Intergenerational Inspiration”. It was an event featuring performances of poetry, music and a speaker panel that included civil rights veteran,

Reverend James Lawson. The event was video recorded by students from the media department at Cal State LA (where hosts Penni Wilson and Kimberly King are on staff). The goals of the event were to:

1. Raise funds for the station and;
2. Bring together artists and activists of several generations to discuss tactics and methods of organizing.

Speakers included scholars and activists Dr. Melina Abdullah, Kokayi Jitahidi and Leslie Mendoza of the Youth Justice Coalition. The event was timely given recent events, namely the verdict in the Trayvon Martin murder case and the California prison hunger strike.

- Projects – The Beautiful Struggle collective also brought in a group of students from Cal State LA to work on a specific communications project designed by their school. The volunteer coordinator led the group through a basic radio broadcast orientation and production tutorial over a two-day period.
- Community Advisory Board (CAB) – CAB convener Dave Johnson has reported that the next two meetings of the CAB have been tentatively scheduled for Sept. 21 at the station and on October 5th at a location to be determined.

Programming

- Fund Drive – KPFK’s summer mini-drive, which will last 12 days has a goal of \$450,000. The pace has been slower than last fund drive (not surprising for the summer), but the goal is within reach.
- Programming Changes – Previous to the drive some programming changes occurred which will remain in place until the fall fund drive, most notably the addition of the *Thom Hartmann Program* into the mid-afternoon schedule in an effort to boost the listenership in a part of the weekday schedule that has been seriously lagging.

After Labor Day four new English-language talk shows will have a five week run, as older shows will be put on a brief hiatuses – these details will be announced immediately after Labor Day in a press release. As two of these are 30 minute shows, it will only impact three hours of programming for a five week stretch. This strategy will continue to be employed in the near future to introduce new voices to the airwaves; and allow older shows the opportunity to take a break from their weekly shows as they refine their social media outreach and other aspects of their projects.

Also, a collective with roots in Occupy Los Angeles will be producing a pilot that will air in September.

- *Middle East in Focus* – Lastly, as you might know by now, *Middle East in Focus* is on a break, per the decision of the host Don Bustany. For the time being *Economic Update* with Richard Wolff will be airing at the 9am Sunday timeslot. However, KPFK is committed to bringing *Middle East in Focus* back, and we’ll be working with Don to achieve this in the coming months – as it is essential that KPFK continues to produce the same quantity of excellent, original programming on the Middle East that stands in marked contrast to any other coverage available via broadcast media in Southern California.

Operations

- Facilities – The digi-cart system Zetta has been set up in the production department for training. Training has been conducted over the past 3 weeks. Nearly all essential personnel have been trained. We were planning on going live with the new system in early August, but have had to push it back to mid-September due to other technical problems that have taken priority.

The Front door into the station hasn't been able to open up fully because the tree roots are pushing up the bricks on the walk way. We are planning on removing the bricks to trim the roots so the door can open up fully. This should happen after the fund drive.

- Utilities – Within the next few weeks the SoCal gas company will be installing an advanced gas meter. Here are some of the highlights in what they do, you can get more information here on the meters <http://www.socalgas.com/innovation/advanced-meter/>
 - View up-to-date hourly and daily usage information and estimated costs
 - Set and achieve your savings and conservation goals
 - Take an energy survey to learn how to conserve energy and save money
 - Analyze your usage over time

This will not affect our bottom line. This is part of the Gas Company's project to redo six million meters by 2017.

- Equipment – We have encountered problems with our router; a unit that digitally routs audio from various devices throughout the station including to the on air studio. The router's power supply burned out a couple weeks ago and wiped out all our routing settings. The router is analogous to a nervous system. Bob Conger & Jonathan Alexander were able to physically rig essential units to the on air studio, web, recorders, and some of the off air studios as a temporary measure.

Once we got new components to get the routing system up Jonathan embarked upon the tedious task of reprogramming all the routing settings that we once had. There are over 200 hundred routing connections and we are nearly done with all of them.

Our lease on copy machines with Ricoh will come to an end in August next year. We will reserve the right in accordance with the terms set forth in the lease agreement to discontinue so that we can negotiate a better deal and or find a comparable but competitive lease.

- Telecom – After testing of our phone lines it was discovered that there are some technical problems with some of the AT&T circuit that our phone lines pass through that must be repaired/ replaced. Unfortunately in order to do that we will lose phones service temporarily. Given that we are in a fund drive, we have scheduled this repair to happen after the fund drive in the early morning.
- FCC License Renewal and EEO Audit – Our post filing announcements began on August 1st and are scheduled to run twice a month thru October.

The 2012-2013 EEO is nearly complete, an extension was granted by the FCC until August 26th. We are in search of some old documents pertaining to the legal cases that occurred during our license period. We are expected to complete on time.

- Social Media & Email

- *Facebook*

- FB Total Likes up 1.7% for a total of 12,720

- People talking about us dropped 41.9% from last month to 519

- Most “Reach and Engaging” Post was Trayvon Martin protests video 1, with a reach of 11,300 – link: <https://www.facebook.com/photo.php?v=10151501164240965>

- Largest age range of followers are 25-34, making up about 30% of our followers.

- *Twitter*

- Total Followers are now 2,356 with an average growth of 3 daily

- Total Mentions is up from July at 263

- Most Mentions: For the first time this year the most mentions of KPFK went to Michael Slate. Brad Blog has held that spot all year

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

- The post by @dhlovelife was; @kpfk with 2 of my favorite & smartest guys on earth - Haskell Wexler & Blase Bonpane - check em out.... XO <http://t.co/DWgDQJcb0M>

- Don't forget to put a @ in front of KPFK when you mention KPFK on twitter

Engineering

- Studios – A critical part of the audio routing system power supply stopped working and had to be sent back to the manufacturer for repair. Fortunately we were able to locate and install a used power supply within a few days.

We are also experiencing problems with our Studio to Transmitter Link. Tests have been and are being conducted to determine the exact problem or problems with the system. A secondary means of audio transmission to the Mt. Wilson transmitter site is currently being used. There are plans to make this a permanent backup system to be completed by the end of September.

- Malibu 90.7 Booster site – All necessary papers have been filed with the FCC for the licensing of the microwave system from Oat Mountain to the Malibu booster site. FCC approval is expected within 30 days.

- 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 –The 98.7MHz translator is doing a good job covering Santa Barbara and is in good condition and working well.
- Mt. Wilson 90.7 transmitter site – The Nautel transmitters are operating reliably and at full power.

Business Office

- Details from the business office as at August 20 are as follows –
 - Total Cash in Bank is **\$120,193** (\$108,000 on July 19). This includes the \$55,000 in grants secured by Maggie Lepique for work on Studio A, which is held separately from operating bank accounts.
 - Credit card processing today will result in an inflow of around \$17,000 from the current fund drive, and around \$70,000 in donation installment payments,
 - Total payables stand at \$50,000.
 - National Office dues stand at \$8,600, with \$2,600 due to Pacifica Radio Archives.
 - Cash flow remains an issue at the moment because of the lack of CPB funding pending the end of the audit of the 2012 accounts, which is expected to be concluded any day now.

Bernard Duncan
General Manager
August 20, 2013

Appendix D—General Manager Report for September 2013

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

Saturday, September 21, 2013

(Bernard Duncan, General Manager)

Manager's Overview

- KPFK is preparing for the fall fund drive set to begin on October 8, running for at least 21 days. This is the first fund drive of the 2014 fiscal year and will set us up for the coming three months. A range of new thank you gifts has been lined up, and the theme of the drive will be a focus on KPFK's community radio and public affairs strengths, along with an emphasis on the special health and spirituality programming on offer. As usual, help in the phone room will be appreciated.

- The LSB Treasurer, Michael Novick has secured a large number of free subscriptions from a variety of progressive magazines and on line publications that will be pitched as add-ons. The effort in securing these add-ons is very much appreciated.
- We were saddened to hear of the recent passing of former KPFK manager Larry Steinberg and former programmer Saul Landau.

Outreach and Development

- Outreach (Broadcast Partnership / Events) – The next broadcast edition of “Play the Tune Again” with students from the Colburn School of Music, hosted by Uncle Ruthie Buell (*Halfway Down the Stairs*) will happen Saturday, September 28, 2013 at 8am. This is a relatively new collaboration with this Los Angeles cultural institution – the Juilliard of the West Coast – and provides a high-profile partnership and publicity for KPFK 90.7 FM.

KPFK will present a screening of *Shadows of Liberty* on Saturday, September 28th at 4:30pm, hosted by Brad Friedman of *The BradCast*. The documentary film by French Canadian filmmaker Jean-Philippe Tremblay is about the state of news media today, censorship, cover-ups, and corporate control, and features the voices of Chris Hedges, Amy Goodman, Danny Glover and Brad Friedman. It also has a study guide where *Truthdig* and Indy Media are listed among independent media organizations as good alternative sources of information. There will be a Q&A panel after the screening with Brad Friedman, Peter Scheer and Jason Leopold.

- Internships – On September 17, 2013 we hosted an orientation and interview with eight potential interns. Each either had experience in media, journalism, social networking and/or audio editing. They came from a range of colleges and universities, some recent grads, and some still in school: Amherst College, San Diego State University, UC Berkeley, Cal State LA, ELAC, and the College of the Canyons. They were introduced to the program director and given a rundown of how the station works, and how an internship can help them achieve an expanded resume and even college credit if requested. Another round of one-on-one meetings has been scheduled with the program director and several KPFK programmers.
- Member Benefits Card – Revising Our Approach, Expanding Value for Our Listeners and Donors. The KPFK Member Benefits Card will expire for the 2012-2013 period in 4 months, and Development is looking at ways to improve service and value to the listener-sponsor through its Member Card program. In an effort to create a higher-value experience for our donors, and to provide a new and fun donation incentive during upcoming fund drives, Development is exploring Membership Card services which can provide more value and support services per card than currently available. Many public radio and TV stations use a member card service as a way to deliver perks and discounts to their membership, and statistics gathered from stations using these services show a high rate of return in the form of donations and donor satisfaction.

What a Member Card Service Could Provide to Increase Value and Donations

1. Increase the value of the card and thereby the value to our donors by providing more suppliers than we currently provide, while preserving our current list (and we can add our own unique ones at any time);

2. Move management of all variables to Member Card Service. The management of suppliers, card processing, and website update all move to Membership Card service for a cost on a par with what we're currently spending on in-house processing;
3. Give our benefits card program additional value: card can be synched with our Pacifica App and can even be used nationally.

Our current card is mostly pitched as an add-on to the \$100 pledge, and generally offered to those who live in the Metro L.A. area because of the location of our present list of benefits suppliers. With additional benefits available in all of the zip codes of our signal area, we would be positioned to increase the donations for a benefits card both as an add-on pledge and as a unique \$50 pledge.

In the light of the availability of these services staff will consider options for this area of our fund raising for the future.

Programming

- Programming Changes – There have been a number of changes to the programming grid over the last month.

Much has been moved around in mid-afternoon, in order to air *The Thom Hartmann Program* daily from 2 to 3pm. As with any new show, this move is on a trial basis and we will see how well this works for the station. For many years, KPFK has suffered negligible Arbitron ratings in mid-afternoon; and very few of the shows at that time raised any money for the station during fund drives. *The Thom Hartmann Program* performed very well for the station in the first regard, when it was on at 8am as a replacement for *Uprising* when Sonali Kolhatkar was on parental leave – and very high fund drive totals were raised when we played the opening segments of Hartmann's show at 8am followed by special fund drive programming for the rest of the hour. We intend to apply this strategy to the 2pm hour in upcoming fund drives.

With Hartmann on live in the 2pm hour, we have made some changes to other hours: *Deadline LA* and *SWANA Region Radio* now share the 3pm hour on Monday. *David Feldman* and *From the Vault* will be sharing the 7pm hour on Fridays with *Politics and Pedagogy* and *Soul Rebel Radio* on a rotating basis, while *Axis of Justice* takes a break. *Arts in Review* and *Pacifica Performance Showcase* have been airing on different times and days during this period of transition, but have been on every week during this late summer period.

We have three series airing on Saturdays for five-week "runs": *Access College*, *Focus on Food*, and *Samm Brown's For the Record – The Car Show*, *Think Outside the Cage*, and *Liberated Sisters* will all be back in the regular slots after these five week series. *Think Outside the Cage* will also do a couple of drive-time specials on KPFK during the period of their hiatus. These specials were originally planned while the statewide hunger strike was on-going; but, even after the hunger strike was ended, we felt it remained important to do a couple of special installments of this unique prison rights show in an effort to make more listeners aware of the project

Also, *Antiwar Radio* switched to 8:30am Sunday and the new labor show, which is called *Re:Work*, moved to Friday's at 6:30pm. *Re:Work* is a highly-produced show that features narrative stories about working people and labor issues; it is a co-production of KPFK and the

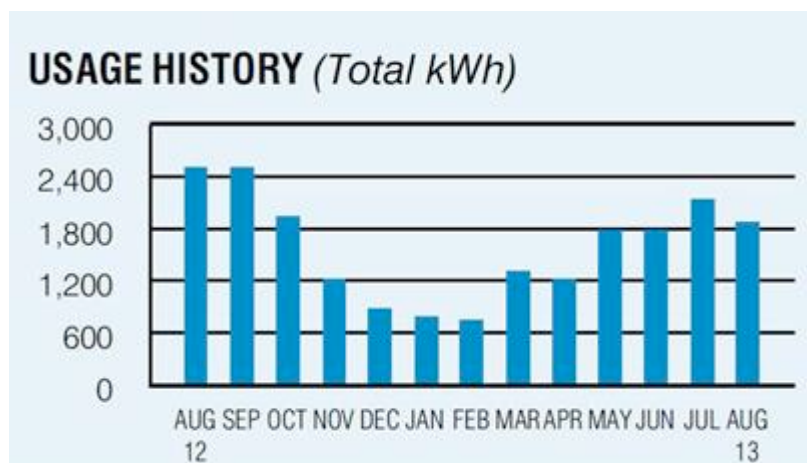
UCLA Labor Center. Longtime KPFK host Henry Walton will still be hosting one show per quarter on Friday's at 6:30pm.

- We are also “beta-testing” the new KPFK News Department website, and it should be going public in early October.

Operations

- Facilities –
 - We are set to go live with Zetta, our new digi-cart system September 26th – 27th.
 - The access cards used for our key card system has been phased out and are no longer being manufactured according to ADI. We were able to get one last order of 75. In the near future we will have to budget for the upgrade of our key card system.
 - The trees in the parking lot will be trimmed before the fall fund drive.
 - Our maintenance cost for maintain our HVAC systems will be going up effective October 1, 2013 from \$3,888 to \$4,008 quarterly.
- Utilities – LADWP

The following chart shows the station's energy usage over the past year at the KPFK studio/office site:



- Security – Because of recent thefts from cars in the parking lot and other security issues it has been suggested that we upgrade security cameras to a higher resolution in order to use the videos to more effectively identify theft perpetrators, license plates, etc in the event of accidents and thefts. Our current cameras do not have enough quality to clearly identify those involved in recent thefts. To improve our CCTV system would cost about \$3,000. Most labor for installation will be done by IT and Operations staff at the station.
- Recycling –

- A CD recycling program will be initiated before the end of September. This will require us to set up a bin in which people can deposit CDs rather than sending them to the landfill.
 - We will be partnering with Ability First, a non-profit organization serving children and adults with for our CD recycling. Recycled CDs will get shipped to them and in turn get recycled to help them provide programs and services to help children and adults with physical and developmental disabilities reach their full potential throughout their lives.
 - Info on Ability First can be found here:
http://www.abilityfirst.org/about/about_intro.aspx
 - and info on the recycling program here:
<http://www.cdrecyclingcenter.org/centers/submission>
 - We will be working with a new company called Funding Factory for some of our recycling efforts such as ink cartridges, cell phones and small electronics. Funding Factory is a program of Clover Technologies Group that helps raise funds for schools, charities, churches, and community groups through its recycle program.
- FCC License Renewal and EEO Audit –
 - Our license renewal post filing announcements began on August 1st and are next scheduled to run twice a month through October
 - As required by the FCC Rule 73.3580; we published our notice of filing in our two translator areas with local newspapers. The notices were placed with the Santa Barbara Independent and the Rancho Bernardo News Journal.
 - The 2012-2013 EEO report and EEO audit response have been completed and the FCC has responded with “No further action required”. We have met all requirements needed and avoided potential fines related to poor record keeping of personnel files related to the EEO that had proven problematic for former GMs and EDs.
 - Social Media and email –
 - Facebook –
 - FB Total Likes up 2.4% for a total of 13,028.
 - People talking jumped 102.9% from last month to 1,244
 - Most “Reach and Engaging” Post was about the legendary singer and performer Eydie Gorme passing away, with a reach of 9220 – link:
<https://www.facebook.com/photo.php?fbid=10151546647585965&set=a.183416775964.139284.181233380964&type=1>
 - Twitter –
 - Total Followers are now 2,411 with an average growth of 3 daily.
 - Total Mentions is up from August at 84.
 - Most Mentions: brad Blog reclaims the spot for person with the most KPFK mentions for the month of August.
 - Mentioned by Most Notable (w/ the highest Klout) @dhlovelife

- Most popular link shared on Twitter: Antoinette Tuff: Meet the Woman Who Prevented a Mass School Shooting Yesterday – link: <http://ow.ly/o91eX>
- Email Dispatch Newsletter – The following table outlines the number of newsletters sent since we began and in the past three months and the responses to them:

	Sent	Bounces	Opens	Clicks	Forwards
Overall	1,485,779	12.6% (187233)	16.5% (214568)	9.6% (20593)	0.0% (44)
Last 3 months	178,360	27.3% (48718)	16.6% (21500)	8.1% (1746)	0.0% (4)

Engineering

- Studios – The studios are generally in good condition and operating properly. Tests were conducted and adjustments made to the studio-transmitter microwave link. We will replace the studio microwave transmit antenna within the next few weeks. Replacing the antenna will increase the signal to Mt. Wilson and help improve the reliability of the system. A problem with another radio station microwave transmitter caused interference to the KPFK microwave signal and that has been corrected.
- Malibu 90.7 Booster site – The booster is operating very well. We are still waiting for FCC approval for the Oat Mountain program audio microwave system.
- 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 – The 98.7MHz translator is in good condition and is doing well covering the Santa Barbara area.
- Mt. Wilson 90.7 transmitter site – The Nautel transmitters are operating reliably and at full power.

Business Office

- Details from the business office as at September 18 are as follows –
 - Total Cash in Bank is **\$92,300** (\$120,193 on August 20).
 - Credit card processing today will result in an inflow of \$68,500 in donation installment payments,
 - Total payables stand at \$72,300.
 - National Office dues have been partially paid in advance to cover a number of funding contingencies that required urgent attention. \$10,800 will soon be paid to Pacifica Radio Archives.
 - Cash flow remains an issue at the moment because of the lack of CPB funding pending the end of the audit of the 2012 accounts.

Bernard Duncan

General Manager
September 20, 2013

Appendix E—Teller’s Report, Staff Election

TELLERS REPORT (Hand Count)

"KPFK Program Director Search Committee, Staff Representative Seats"
"Peace Center West, Culver City (Open Session)"
"September 21, 2012"

CANDIDATES:

- Ankine Antaram
- Rodrigo Argueta
- John Cromshow
- Tejvir Grewall
- Steve Pride

ELECTION RULES:

- Threshold Type: Droop Integer
- Surplus Transfers: Fractional; From one winner at a time; From all ballots
- Duplicate Rankings: Fully Accepted (fractional)
- Ties: by Lot (None)

18 valid ballots.
Electing 2 candidates.
Threshold to win is 7 votes.
0 invalid ballot processed.
(18 total ballots processed.)

ROUND 1 -- Tally of 1st place votes

CANDIDATE	THIS ROUND	TOTAL	STATUS
Tejvir Grewall	+10.0000	10.0000	ELECTED -- 1st round
Steve Pride	+5.0000	5.0000	CONTINUING
Rodrigo Argueta	+2.0000	2.0000	CONTINUING
John Cromshow	+1.0000	1.0000	CONTINUING
Ankine Antaram	+0.0000	0.0000	CONTINUING
EXHAUSTED BALLOTS	0.0000	0.0000	
TOTALS:	+18.0000	18.0000	

-- Tej Grewall is declared ELECTED because the threshold has been met.

ROUND 2 -- Tejvir Grewall has been ELECTED -- transferring surplus votes

CANDIDATE	THIS ROUND	TOTAL	STATUS
Tejvir Grewall	-3.0000	7.0000	ELECTED -- 1st round
Steve Pride	+0.0000	5.0000	CONTINUING
Rodrigo Argueta	+2.4000	4.4000	CONTINUING

John Cromshow	+0.0000	1.0000	CONTINUING
Ankine Antaram	+0.6000	0.6000	CONTINUING
EXHAUSTED BALLOTS	0.0000	0.0000	
TOTALS:	0.0000	18.0000	

ROUND 3 -- Ankine Antaram has been DEFEATED -- transferring surplus votes

Tejvir Grewall	+0.0000	7.0000	ELECTED -- 1st round
Steve Pride	+0.0000	5.0000	CONTINUING
Rodrigo Argueta	+0.6000	5.0000	CONTINUING
John Cromshow	+0.0000	1.0000	CONTINUING
Ankine Antaram	-0.6000	0.0000	DEFEATED -- 3rd round
EXHAUSTED BALLOTS	0.0000	0.0000	
TOTALS:	0.0000	18.0000	

-- The lowest ranking candidate is DEFEATED this round because there is no overage to distribute.

ROUND 4 - John Cromshow has been DEFEATED - transferring surplus votes

Tejvir Grewall	+0.0000	7.0000	ELECTED -- 1st round
Steve Pride	+1.0000	6.0000	CONTINUING
Rodrigo Argueta	+0.6000	5.0000	CONTINUING
John Cromshow	-1.0000	0.0000	DEFEATED -- 4th round
Ankine Antaram	+0.0000	0.0000	DEFEATED -- 3rd round
EXHAUSTED BALLOTS	0.0000	0.0000	
TOTALS:	0.0000	18.0000	

-- The lowest ranking candidate is DEFEATED this round because there is no overage to distribute.

ROUND 5 - Rodrigo Argueta has been DEFEATED

Tejvir Grewall	+0.0000	7.0000	ELECTED -- 1st round
Steve Pride	+1.0000	6.0000	ELECTED -- 5th round
Rodrigo Argueta	+0.0000	5.0000	DEFEATED -- 5th round
John Cromshow	-1.0000	0.0000	DEFEATED -- 4th round
Ankine Antaram	+0.0000	0.0000	DEFEATED -- 3rd round
EXHAUSTED BALLOTS	0.0000	0.0000	
TOTALS:	0.0000	18.0000	

-- The lowest ranking candidate is DEFEATED this round because there is no overage to distribute.

-- Steve Pride is declared ELECTED this round, because the number of candidates left is equal to the number of open seats.

ELECTION COUNT SUCCESSFULLY COMPLETED

Saturday, September 21 2012, 4:00 PM
Terry Goodman

Appendix F—Teller's Report, Listener Election

TELLERS REPORT (Hand Count)

"KPFK Program Director Search Committee, Listener Representative Seats"
 "Peace Center West, Culver City (Open Session)"
 "September 21, 2012"

CANDIDATES:

Chuck Anderson
 Fred Blair
 Lydia Brazon
 Christopher Condon
 Aryana Gladney
 Michael Novick
 Lawrence Reyes
 John Wenger

ELECTION RULES:

Threshold Type: Droop Integer
 Surplus Transfers: Fractional; From one winner at a time; From all ballots
 Duplicate Rankings: Fully Accepted (fractional)
 Ties: by Lot (None)

 18 valid ballots.
 Electing 7 candidates.
 Threshold to win is 3 votes.
 0 invalid ballot processed.
 (18 total ballots processed.)

ROUND 1 -- Tally of 1st place votes

CANDIDATE	THIS ROUND	TOTAL	STATUS
Lydia Brazon	+7.0000	7.0000	ELECTED -- 1st round
Fred Blair	+5.0000	5.0000	ELECTED -- 1st round
Michael Novick	+2.0000	2.0000	CONTINUING
John Wenger	+1.0000	1.0000	CONTINUING
Lawrence Reyes	+2.0000	2.0000	CONTINUING
Chuck Anderson	+1.0000	1.0000	CONTINUING
Aryana Gladney	0.0000	0.0000	CONTINUING
Christopher Condon	0.0000	0.0000	CONTINUING
EXHAUSTED BALLOTS	0.0000	0.0000	
TOTALS:	+18.0000	18.0000	

-- Lydia Brazon is declared ELECTED because the threshold has been met.
 -- Fred Blair is declared ELECTED because the threshold has been met.

ROUND 2 - Lydia Brazon has been ELECTED -- transferring surplus votes

CANDIDATE	THIS ROUND	TOTAL	STATUS
Lydia Brazon	-4.0000	3.0000	ELECTED -- 1st round
Fred Blair	0.0000	5.0000	ELECTED -- 1st round
Michael Novick	+1.7143	3.7143	ELECTED -- 2nd round
John Wenger	0.0000	1.0000	CONTINUING
Lawrence Reyes	0.0000	2.0000	CONTINUING

Chuck Anderson	+0.5714	1.5714	CONTINUING
Aryana Gladney	+1.7143	1.7143	CONTINUING
Christopher Condon	0.0000	0.0000	CONTINUING
EXHAUSTED BALLOTS	0.0000	0.0000	
TOTALS:	0.0000	18.0000	

-- Michael Novick is declared ELECTED because the threshold has been met.

ROUND 3 - Fred Blair has been ELECTED -- transferring surplus votes

CANDIDATE	THIS ROUND	TOTAL	STATUS
Lydia Brazon	0.0000	3.0000	ELECTED -- 1st round
Fred Blair	-2.0000	3.0000	ELECTED -- 1st round
Michael Novick	0.0000	3.7143	ELECTED -- 2nd round
John Wenger	+1.2000	2.2000	CONTINUING
Lawrence Reyes	0.0000	2.0000	CONTINUING
Chuck Anderson	0.0000	1.5714	CONTINUING
Aryana Gladney	0.0000	1.7143	CONTINUING
Christopher Condon	+0.8000	0.8000	CONTINUING
EXHAUSTED BALLOTS	0.0000	0.0000	
TOTALS:	0.0000	18.0000	

ROUND 4 - Michael Novick has been ELECTED -- transferring surplus votes

CANDIDATE	THIS ROUND	TOTAL	STATUS
Lydia Brazon	0.0000	3.0000	ELECTED -- 1st round
Fred Blair	0.0000	3.0000	ELECTED -- 1st round
Michael Novick	-0.7143	3.0000	ELECTED -- 2nd round
Lawrence Reyes	+0.3022	2.3022	CONTINUING
John Wenger	0.0000	2.2000	CONTINUING
Aryana Gladney	+0.3022	2.0165	CONTINUING
Chuck Anderson	+0.1099	1.6813	CONTINUING
Christopher Condon	0.0000	0.8000	DEFEATED -- 4th round
EXHAUSTED BALLOTS	0.0000	0.0000	
TOTALS:	+ 0.0000	18.0000	

-- Christopher Condon is declared DEFEATED because s/he has the lowest number of votes, and there were no surplus votes to transfer.

ROUND 5 -- Christopher Condon has been DEFEATED -- transferring all votes

CANDIDATE	THIS ROUND	TOTAL	STATUS
Lydia Brazon	0.0000	3.0000	ELECTED -- 1st round
Fred Blair	0.0000	3.0000	ELECTED -- 1st round
Michael Novick	0.0000	3.0000	ELECTED -- 2nd round
John Wenger	+0.8000	3.0000	ELECTED -- 5th round
Lawrence Reyes	0.0000	2.3022	ELECTED -- 5th round
Aryana Gladney	0.0000	2.0165	ELECTED -- 5th round
Chuck Anderson	0.0000	1.6813	ELECTED -- 5th round
Christopher Condon	-0.8000	0.0000	DEFEATED -- 4th round

EXHAUSTED BALLOTS	0.0000	0.0000
TOTALS:	+0.0000	18.0000

-- The rest of the candidates are declared ELECTED this round,
because the number of candidates left is equal to the
number of open seats, and no more votes can be transferred.

ELECTION COUNT SUCCESSFULLY COMPLETED

Saturday, September 21 2012, 4:30 PM
Terry Goodman

Appendix G—Teller's Report, Final Rounds, emailed on September 24, 2013

FINAL ROUNDS, AFTER SURPLUS TRANSFERS

STAFF CANDIDATE	TOTAL	STATUS
Tejvir Grewall	7.0000	ELECTED -- 1st round
Steve Pride	6.0000	ELECTED -- 5th round
Rodrigo Argueta	5.0000	DEFEATED -- 5th round
John Cromshow	0.0000	DEFEATED -- 4th round
Ankine Antaram	0.0000	DEFEATED -- 3rd round

EXHAUSTED BALLOTS	0.0000
TOTALS:	18.0000

LISTENER CANDIDATE	TOTAL	STATUS
Lydia Brazon	3.0000	ELECTED -- 1st round
Fred Blair	3.0000	ELECTED -- 1st round
Michael Novick	3.0000	ELECTED -- 2nd round
John Wenger	3.0000	ELECTED -- 5th round
Lawrence Reyes	2.3022	ELECTED -- 5th round
Aryana Gladney	2.0165	ELECTED -- 5th round
Chuck Anderson	1.6813	ELECTED -- 5th round
Christopher Condon	0.0000	DEFEATED -- 4th round

EXHAUSTED BALLOTS	0.0000
TOTALS:	18.0000
