

DRAFT Minutes
PNB Personnel Committee
February 26, 2010

Minutes interspersed between agenda items

1. Call meeting to order

Co-chair, Bill Crosier called the meeting to order at approximately 8:40 pm EST.

2. Call roll

Present: Bill Crosier (KPFT), Efia Nwangaza (Affil: WMXP), Marcel Reid (WPFW), Ricco Ross (KPFK), Executive Director Arlene Englehardt, Nia Bediako (WBAI).
Excused Absence: Joe Wanzala (KPFA).

3. Announce chair election results (Secret ballots counted by Christine)

Bill Crosier announced there was a tie between him and Efia Nwangaza for chair. Both agreed to be co-chairs, alternating meetings. **No objection.**

4. Agenda approval (5 min.)

Motion by Ricco Ross to approve agenda. **Passed without objection.**

5. Elect secretary (10 min.)

Ricco Ross nominated Nia Bediako for secretary. **Elected by acclamation.**

(Efia Nwangaza joins call.)

6. Approve minutes for Feb. 19 meeting (5 min.)

Corrections for draft minutes of Feb 19:

Nia Bediako: "Action Items" and section to (by unanimous consent) be identified later, should read "Bediako will contact past chairs to get information then pass it on to committee members" rather than "Bediako will provide contact information

for past Personnel committee chairs....”

Efia Nwangaza: Strike second sentence from paragraph 5 regarding discussion of committee’s authority and 1st paragraph, Item 6 “Essential Info...” be corrected to read “Nwangaza moved that we ask past chairs for documents related to our committee, and that the committee gather the essential information documents from prior committee chairs necessary to define the authority of the committee for the work plan for the Personnel Committee in preparation for the evaluation of the ED and CFO, including review of the Pacifica personnel policy”.

Nia Bediako: 2nd paragraph, Item 6 “Essential Info...” (as referenced above) should read “Bediako will contact past chairs to get information then pass it on to committee members” rather than “Bediako...would e-mail contact information of past chairs to current committee members.”

Amendments approved without objection.

7. Discuss documents collected by committee so far and determine what others are needed (30 min.)

Have CFO survey but no ED survey; no ED evaluation since **pre?????-Coughlin**

Originally an “Executive Review Committee” but came to be known as “Personnel Committee”. Old notes include mention of LSB involvement but likely erroneous as no such bylaw exists.

Check with previous members for any existing notes regarding preparatory steps for ED evaluation.

Motion by Nia Bediako: To “have a working group of 2 people to create a draft ED evaluation.

Amendment by Efia Nwangaza: That process begin with full committee.

Substitute Motion by Ricco Ross: To ask HR Director, Ahmad Anderson, to submit first

draft.

Efia Nwangaza Amendment by Efia Nwangaza: To include “and meet with committee”

Passed as amended without objection.

Motion by Efia Nwangaza: To extend time by 10 minutes.

Passed without objection.

8. Map out a plan of steps for near future work (20 min.)

Create timeline to complete ED and CFO evaluations.

Motion by Nia Bediako: That the committee recommend to the Pacifica National Board that the evaluation period for the CFO be February 1, 2010 through July 31, 2010.

Passed without objection.

Motion by Ricco Ross: That the HR Director be asked to submit his draft within a week.

Passed without objection.

Motion by Bill Crosier: That the committee complete ED survey and create a list of people eligible to participate within one month.

Passed without objection.

9. New Business (15 min.)

None

10. Determine next committee meeting date (5 min.)

Next meeting: Thur. March 18, 2010, 8:30 pm **EST**, 7:30 pm **CT** and 5:30 pm **PT**

Motion by Bill Crosier: To change due date of ED draft from HR Ahmad Anderson to March 11th.

Approved by unanimous consent.

11. Review action items (3 min.)

Arlene Engelhardt:

- will contact Ahmad Anderson to send draft ED evaluation to the PC by March 11
- send copy of WMNF's ED evaluation

Bill Crosier:

- extract non-sensitive parts of KPFT's GM evaluation that explain the process

12. Adjourn (by 10:30PM EST)

Adjourned approximately 10:26 p.m. EST.

Draft Agenda - PNB Personnel Committee Meeting
Friday, Feb. 26, 2009, 8:30 PM EST

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2. Call roll
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4. Agenda approval (5 min.)
5. Elect secretary (10 min.)
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11. Review action items (3 min.)

12. Adjourn (by 10:30PM EST)