

Fresno Free College Foundation
2/16/2010

Board of Directors Meeting

Draft Minutes

Call to order & determination of quorum 7:10

Present: Sue Kern, Rick Flores, Gerry Bill, Vickie Fouts, Alex Vavoulis, Hasan Johnson, Dave Gendron, Jan Slagter and Executive Director, Rych Withers.

Excused absences: Mark Hernandez, Leni Reeves, Eduardo Stanley

Guest: Yezdyar Kaoosji, facilitator of budget retreat (YK)

Announcements:

Co-sponsoring Peace and Justice festival 3/21 12:30 to 5:00 pm, Jr. Exhibit Bldg, Fresno Fairgrounds Need staffing for this event
KFCF is doing promotions through the Rogue Festival the 1st 2 weeks of March, & Lance Canales concert 2/27
Vagina Monologues @ CSU 2/27 & 2/28 SK and JS will table

Agenda adopted (GB moved, VF 2nded)

Minutes of 1/19 approved unanimously (GB moved, DG 2nded)

Public comment: facilitator's report below

Report from facilitator, Yezdyar Kasooji, on 1/31/10 budget retreat
6 page report submitted including:

- I. Bibliography of all materials handed out
- II. Summary of SWOT session

Board needs to prioritize 4 or 5 major directions to take and then move, along with staff, to essential aspects of these. To this end, board members could each become a champion of one or two of the central focuses that meets her/his passions and work to see it through.

III. Next steps

Board needs to adopt a clear decision-making process with respect to strategic planning (see p. 5 of report), especially emphasizing focus on strategic directions.

IV. Each board member should complete the evaluation and send it to Rych, who will forward them to Yez.

Specific suggestions regarding III. Next Steps:

1. Consider using volunteer committees to broaden community connections, train and energize volunteers, place volunteer committees' reports in board packets for monthly meetings.

SK: Committees could outreach to specific people to work with specific communities

YK: Tap into database for info on KFCF members' roles: professors and students, members of various professions, e.g.

2. Work on strategic directions the 1st ½ of the next board meeting before discussing usual monthly business. Yez (YK) volunteered to help us sort through the framing of strategic priorities for the next year, and board members will come prepared with our own notes on our prospective roles.

Use a ratcheting principle: ratchet up strategic planning each meeting, prioritize it. Don't let it slip.

Follow-up: for March 16th Board meeting Yez will send us a worksheet to complete & each member is to come with notes.

Committee Reports

Budget committee: met 2/08 w/ financial consultant Robert Luciano, recommended by Yez

Luciano proposed that:

1. FFCF update QuickBooks to Premier Non-Profit 2010. RW has done this. Budget will be done on QuickBooks, and recording will move from cash to accrual basis, enabling tracking money received in one year that is spent later. This change requires a letter notifying IRS of the switch. Change is to be effective at the end of the fiscal year, August 31st.

2. Rych receive 10 hours of training

Discussion as to whether we can afford expenses associates with this, given the policy adopted that we have a 3 month cash reserve on hand. GB moved, SK 2^{nded} unanimous approval to accept the Luciano proposal.

As of 1/1/2010, \$14,000 in bank. Estimate is we hold \$30 – \$40,000 in special funds, indicating we have borrowed \$15 – \$25,000 from these. As of end of 1/2010, \$45,000 (not counting the monies owed to the special funds). Also some bills that were held back were paid in 1/2010.

RW will consult with the Regional Foundation on the rules for managing special funds.

On air pitching: In association with the current KPFA fund drive, after discussion it was decided that Rych will record a CART pointing to KFCF's \$\$ needs, to be aired on all local programs and at appropriate KPFA breaks. Local programmers will be informed of the urgency of promoting the pledge drive, that pitching on their programs during the pledge drive is not optional, that at minimum the CART will be played every half hour,

and 2 or 3 times for longer shows. Programmers will be informed that they should pitch in addition to playing the CART during their shows.

President's report:

Deferred to discussion of property donation (below)

Executive Director's/Programming Director's report:

RW will meet 2/25 with San Joaquin College of Law and Bruce Kennedy to develop a topical multi-week radio series to be hosted by people with specialties on issues of elderly people.

Membership: currently 974 members. Reaches up to 1200 after pledge drives

Philip Stevens fund: FFCF is to send to the CSU-F Association Scholarship Fund the approximately \$1700 of this fund.

Gallery 25: uses our 501c3, but no \$ goes through our treasury. Need to revisit minutes of 12/09 meeting attended by Gerry Peters regarding use of 501c3. May need clarifying

New intern is working on archives: Paul Betancourt, student at FPU

Engineer's report:

Written report submitted. Heavy snow affected transmitter for a few days. May need new CD player

Governance Committee:

Draft table of contents of policy manual is enclosed in packet and on consent agenda.

Of policies listed, the non-discrimination policy is not available in electronic form. RW will scan it.

In 2000 a Code of Ethics policy was approved but is missing. Perhaps Vic knows its location.

Once the policy manual is assembled, we will have copies of it at each meeting.

Outreach/Fundraising Committee: did not meet

Suggestion: Robert McChesney, John Nichols, Ray McGovern as possible speakers at the fundraiser next year. Mike Rhodes has info on their upcoming radio tour, which will bring them back to West coast.

Pat Wolk has agreed to host a fund-raiser in late April or early May

Rick is negotiating with Antsy McClain and the Trailer Park Troubadours.

Programming Committee:

Met and reviewed "Ideas on the Edge" and "Jazz with Jim", both favorably.

JS will try to find a Cambodian translator to listen to the “Cambodian Review.”

New show: “Yokuts Valley” hosted by Lance Canales to begin airing in March.

Speech issues: FCC requirements on candidates’ speech at issue, since Tate Hill a programmer, is running for city council. Regulations go into effect 2/25 once candidacy declared and papers filed. RW: have to tally the number of minutes he is on each week because the equal time requirement kicks in, which could require the station to offer as many minutes to any other candidate who requests time. Rych will work with Valley Black Talk programmers.

Elections Committee: see last month’s report
The changes to the bylaws approved in the last election need to appear on the Web site.

KPFA LSB Report: RW reports Pacifica has not paid Democracy Now or Free Speech Radio news in 4 to 5 months. KPFA is very short of funds, reported starting pledge drive with \$7,000 in bank.

Consent agenda:

Governance Policy Manual:

Will have draft next meeting if possible, with copies for each board member

Moved JS, 2nd GB to accept as consent item

Old Business:

Job descriptions for staff: not ready

Staff have been asked to edit proposed descriptions

Tabled to future meeting, Personnel committee will work with ED on this issue.

Free Speech Media Conference 3/6: Rych and Vic Bedioan will present on radio programming

Updating Web site:

Hasan has met with Rych and received access code, and is soliciting from board members [who have not yet submitted them] a comprehensive list of suggestions for Web site changes. At suggestion of Vickie, Hasan will contact John Crockford re: Open Office software. Crockford may volunteer help with Web site update.

RW should be copied on any suggestions.

Need to incorporate policies covering privacy and fighting spam.

Report on offer of donation:

See detailed report from Sue (packet). Sue and Rych will meet with proposed donor.

New business:

Hands On Proposal

Vickie proposed FFCF become members of Hands ON Central CA for purpose of expanding recruitment of volunteers and a volunteer coordinator. As Janet Flores interviewed the director, VF will approach Janet to be our contact with Hands On.

Moved GB, 2nd HJ to adopt proposal and pay \$50 membership.

Meeting adjourned: 9:50

Minutes submitted by Jan Slagter

Name abbreviations: GB Gerry Bill, RF Rick Flores, DG Dave Gendron, MH Mark Hernandez, HS, Hasan Johnson, SK Sue Kern, LR Leni Reeves, JS Jan Slagter, ES Eduardo Stanley, AV Alex Vavoulis, RW Rych Withers