

DRAFT report to BoD for February 22, 2007 (different than the final that was handed out – differences are in the recommendations and request sections)

OVERVIEW

In the recent CAB regular meeting our primary goal was to put forth our goals for KXCI in the coming year and describe how the CAB can assist in helping realize those goals. For guidance, we returned to the CPB regulations governing community advisory boards. These regulations mandate certain responsibilities of the BOD and CAB, and provide a framework for the CAB and Board to work together on behalf of the membership and the community at large.

Specifically, the following passage from the CPB website offers concise guidance for the work at hand:

V. CPB PROCEDURES FOR COMPLIANCE AND CERTIFICATION

A. Documentation

1. Each community-licensed station, after reviewing the above information, is to develop documentation indicating the manner of compliance with this requirement. This documentation shall indicate, for example, the existence of a community advisory board, the mechanism used to determine its composition, organization, schedule of meetings and attendance records, the role that it plays with respect to the station, and its position relative to the organization of the station. Continued documentation of the activities of the advisory board is also encouraged.

(Source: <http://www.cpb.org/stations/certification/cert3.html>)

While some of the items outlined above are in place and need only to be better documented, others are more substantive. The need to better define and document the role of the CAB and its position relative to the station is one that has been mutually acknowledged by the BOD and the CAB. Based on the certification requirements identified above, it is clear that doing so is actually a regulatory requirement. In our report below we therefore recommend that the board develop, consider and adopt language defining the responsibilities of the CAB. For our part, we will continue to provide monthly reports on the CAB's activities to the BOD, any recommendations we feel are important to register, and specific requests we feel are necessary for us to fulfill our charge. This month's report is below.

CAB REPORT

The CAB's significant activities of 2006 include the following:

- 1) The CAB held regular meetings on a monthly basis that were attended by as few as several, to as many as about 15 people. Membership on the CAB was expanded with the help of the BOD and staff. We are adjusting the meeting schedule to increase attendance (to the first Wednesday of the month), and seeking to further stabilize membership.
- 2) The CAB worked with staff and board to coordinate two Town Hall meetings including a candidate forum for KXCI that had excellent attendance and quality input.
- 3) In an effort to provide balance between community input and the stated need to provide privacy to the applicants, the CAB asked for and was granted membership to both GM Search Committees. The CAB also offered to, and then conducted a nationwide study to inform the second search process as to the activities of other community stations in regard to the GM hiring process and other relevant data.
- 4) The CAB developed specific recommendations for the station, presenting them to the BOD at their regular meetings.

While there was much success in the activities of the CAB, there was also frustration. Absent a formal recognition as described in the requirements above, it has been difficult for the CAB to consider outreach activities without a sense of where such feedback will go and if the CAB considerations will actually be considered seriously. It has been recognized that some members of the BOD seem to view the CAB as, at best,

a necessary evil, laden with historic struggles and perceived animosity toward the station. We acknowledge that there are core issues that continue to resurface in terms of station policy that harken to past conflicts, and are working diligently to distill and define those issues into recommendations and requests that are reasonable, respectful of the time and attention of staff, board and volunteers. We are not perfect, but we feel we are keeping to common ground in our activities and ask the BOD to join us in containing any residual animosities as we all work together toward meeting the needs of the station and the community it serves.

RECOMMENDATIONS

1) Last Fall the CAB presented to the BOD a set of recommendations regarding election procedures. Recognizing the need to focus upon the GM search process was likely the reason for a lack of response, we are now reintroducing these recommendations (see attached/below). Most BOD members with some history here recognize that past elections have been contentious. The past GM dismissed calls for a third-party managed election process as too expensive. We feel these recommendations adequately address that and other concerns, reshaping the process to be in greater alignment with other nonprofits in Tucson, and demonstrating a high degree of openness and security without excessive cost or time burdens. We repeat our request these recommendations be adopted as part of official KXCI election policy. We are open and eager to discuss these in more detail if other concerns emerge toward reaching mutually acceptable policy, and in light of the upcoming elections, request communication to the CAB as to the BOD's decisions and deliberations as soon as possible.

2) A second recommendation is for the station to set up a blog for the CAB. We recognize this represents a commitment of some staff time at the onset, and on an ongoing basis. We hope the blog format, with administrative privileges established for the CAB can reduce the burden of adding and updating content. Generally speaking, the purpose of the blog is to have a primary location for the community to read about and offer feedback about the station. We envision content that includes FAQ's (of which more will be said below), announcements, podcasts of town halls, a good places for the Segue's to reside, interviews with community members, (perhaps an opportunity for recorded endorsements), minutes, moderated discussions of pertinent topics, perhaps some polling, etc. We would invite the input of the BOD liaison in moderating decisions to keep things constructive. We see the responsibility of learning and addressing the needs of the community as necessarily happening via the web (and of course, the station's phone number) so as to have reliable record keeping and enable effective responsiveness (this could, on its own, meet all the CPB compliance requirements). Blogs offer the easiest approach to managing content and balancing time demands among multiple users, and ask the BOD to establish such a vehicle. We would hope to build content for a few months prior to launch, perhaps in April.

3) Third, the CAB would like to repeat its recommendation that CAB representatives be included "from the ground up" in the strategic planning process.

REQUESTS

The CAB would like to register two kinds of requests this month. Request 1 is for some specific station documentation to assist the CAB in understanding the station policies and procedures it is charged with reviewing. The items contained in Request 2 are to begin building some content for the blog identified in Recommendation 2 above, and will help address common questions about the station (e.g., FAQ's)

1.

A) The CAB requests from the BOD a copy of the station's current CPB compliance documentation and its most recent annual CPB compliance certification with regards to the community advisory board. This will provide a baseline from which the CAB can make recommendations to the board for additional policies regarding the roles and functions of the CAB.

B) In keeping with the CAB's statutory requirement to "...review the significant policy decisions of the station" the CAB requests a copy of any currently adopted station policies that exist in addition to the by-laws.

2.

As far as the Blog/FAQ content request mentioned above, the CAB would like to receive, in writing (electronically), responses from the appropriate sources with content appropriate to be shared on the web with the public in answer to the following:

A. What is the current status of the translator issue, and what can we look forward to in terms of better and wider reception?

B. How are all the dollars we hear being raised by the station during these fundraisers being spent?

- C. What is KXCI's election procedure, and how can I get involved?
- D. Who are these people I hear on the air and who runs the station?