

KPFA COMMUNITY ADVISORY BOARD
Agenda and Minutes Sunday, September 18, 2016 11 -1 PM
GRASSROOTS HOUSE: 2022 BLAKE STREET BERKELEY, CA

CAB MEMBERS: Karyn Nyhus, Robin House Collin, Richard Stone, Michael Sukhov, Carol Wolfley

Community Members:

Sign in

1) Introductions, read meeting agreements and time-sharing process statement. (5 MIN)

1.5) REVIEWED AGENDA AND SET TIMES, ROLES AND PRIORITIES (5 min)

2) Community Input Time 15 minutes, with requests for written statement and or community feedback forms which may be included in minutes.

NA

3) Preparation of Community Needs Assessment 40 minutes

A. Identified questions and concerns about the draft and prioritize discussion

B. Reviewed proposals for any changes and finalize needs assessment

C Planned for presentation to Station Management and LSB

D. Assigned tasks AND DEADLINES (5 MIN)

-Assignments made-

4) Reread AND REVISITED (FOR COMPLETENESS AND FAIRNESS) agreements for CAB member responsibilities (15 MIN)

**Rich-takes minutes during meetings, helps with call INS at meetings, printing and monitors invoicing and KPFA payment for Grassroots house Rich sends notes from meeting in 3 days after CAB meeting. CAB members have 3 days to review and propose changes in the minutes doc
Karen- posts meetings on KPFTX and to KPFA website, maintains electronic CAB documents and email list**

Robin- Robin reviews minutes and proposed changes and sends them to KPFA within 6 days after receiving them and checks the website to see if posted. Robin sends request for carts, helps with reports to LSB, keeps sign in sheets

Carol- creates agendas, helps with reports to LSB, arranges meeting locations, station contact about CAB membership, holds CAB hard copies of surveys and CAB regulations

Michael-helps with timing shares and will help with Community Needs Assessment

WHO CHECKS CAB EMAIL ACCOUNTS (AND STARTS RESPONSES/? TABLED

5. CAB nominations follow up,

7. Report on September LSB meeting

8. KPFA Website, CAB email addresses and Grassroots house meeting TABLED

9. Announcements (5 MIN)

10. Next meeting October 9, 2016 (5 MIN)

11-1 pm, Grassroots House, 2022 Blake Street Berkeley