

Community Advisory Board (CAB) AGENDA – July 28, 2018
Grassroots House, Berkeley, CA

- 11:00 1. Sign in CAB members present - (MaryAnn) Craig, MaryAnn, Rich, Grace (via teleconference)
- 11:04 2. Introductions of new CAB members (if any), and community members (voluntary)
Carol Wolfley. Grace announced her resignation effective today 7-28-18
- 11:08 3. Assign meeting roles for any regular position holders who may be absent (Chair, Scribe/Minute Taker, etc.) Grace-Minutes, Craig-facilitator, MaryAnn-Sign in Sheet, Rich-Stack/Timer
- 11:10 4. Additions or Modifications to the Agenda (**see item 11**); then approve of agenda.
None.
- 11:15 5. Community input time: Chair will ask any community members present if they would like their comments reflected in the Minutes (such inclusion is optional)...and whether they want their name included. If so, they will be asked to submit a written summary of their verbal comments before the end of the meeting to assure accuracy. Carol Wolfley, LSB liaison invites the CAB to participate at the KPFA Town Hall Meeting scheduled for August 18th, 2018. The meeting starts at 12 pm and ends at 4 pm. CAB members are invited to serve as facilitators for several groups that will address the needs and concerns of the public.
- 11:30 6. CNA Review – 2018 report
- A. Report on Survey Monkey website link – Craig reported that a link is in place on the CAB home page.
 - B. Submitting Survey Monkey cart to management – Grace reported that she submitted all CARTS for airplay to Mike Biggz. CARTS include Meeting Announcement CART, CAB recruitment CART, and Survey Monkey CART. Meeting Announcement CART was edited to address one listener’s concerns and resubmitted by Craig.
 - C. Report from MaryAnn on responses so far to Survey. MaryAnn estimated that thirty three individuals have completed the survey so far. Rich is volunteering to put together a facebook notification to promote this year’s survey monkey.
 - D. How and when will we be reimbursed for last year’s CAN and get funding for this year’s? After discussion it was decided to forget about getting reimbursed for last year’s survey and just consider it a donation to KPFA.
 - E. Reimburse MaryAnn for this year? ...if that’s OK with her?
The board approved connecting with Maria to get paid in advance for next year’s 2019 survey monkey. MaryAnn will pay for this year’s 2018 survey monkey as a donation to KPFA. Rich will email Maria to inform her that she needn’t reimburse anyone for 2017 or 2018.
- 12:00 7. Community Outreach Discussion (non-KPFA events)
- A. KPFA Community Outreach Team email list – Who now controls and/or has access to the Community Outreach Volunteer List. Carol Wolfely states that she is the one in control of the community outreach volunteer list. The CAB will only participate in limited outreach at this time by distributing the survey monkey flyer at the August Townhall meeting and during whatever events they are able to attend due to the CAB having recently lost half its members.
 - B. Who will be updating Calendar of events? ...and which calendar shall we use (Grace)
Tabled.
 - C. Hayward Street Festival, July 19 - Grace had challenges contacting Hayward city officials about promoting KPFA at the July 19th festival. City officials did not respond to Grace’s request via email or phone. She will contact city officials in person to promote KPFA at the August festival.

D. Review of the CAB binder and other materials (store in MaryAnn's garage) -
Craig recently updated the CAB binder and created a table of context for the binder. Craig also updated the Digital Assets sheet and other forms in the binder. MaryAnn will now become responsible for adding new items to the CAB binder.

12:15 8. Listener Email to CAB – report from Richard

(Any emails this month from listeners that we need to discuss and/or respond to? **No emails this month.**

12:20 9. LSB meeting (July) – Report from MaryAnn. **MaryAnn reports that the July LSB meeting was cancelled.**

12:30 10. Grassroots House – update/report (if any) from MaryAnn. **MaryAnn noted that rent to Grassroots House is over 12 months in arrears, primarily because they have not submitted any invoices to KPFA despite being asked to do so multiple times. Board decided to take no action at this time.**

12:35 11. Items added to agenda (if not covered elsewhere) **none added.**

A.

B.

C.

12:45 12. Announcements (reminder: next meeting **August 25**) **August 18th, 2018 Townhall Meeting; Petaluma Progressive Festival August 26th, 2018.**

1:00 13. Adjourn