

## KPFT Community Advisory Board Meeting

10-11:30 am, Saturday, December 14, 2013

KPFT station

Minutes drafted by Susan Young, CAB Secretary

Attending: *CAB members (4 of 10 voting members)*, Marianne Martinez, Tim O'Dowd, Rosie Soto, Susan Young. *CAB members absent:* Angelena Baines (excused), Yuru Huang, Carol MacGregor (excused), Krupa Parikh (excused), Alan Alan Purim, David Stahl. *Members of the public:* Nancy Saibara Nuratomi (and Nancy's mother).

Call to order/Minutes/Meeting Agenda: CAB Chair Marianne Martinez called the meeting to order at 10:10 am. Prior meeting minutes not discussed.

CAB Duties: Susan Young reported on her research re CAB's duties and whether a Town Hall meeting is required. Based on conversations with John Proffitt, Duane Bradley, Robert Mark and review of CPB regulations and guidelines, a Town Hall meeting is not required.

### Consensus of KPFT CAB:

- Meet every other month starting January 2014 and assess attendance and work load.
- Consider CAB policy/procedure re CAB attendance.
- Provide a longer public comment period during each CAB meeting requesting comments in writing, summarizing or reporting in minutes, permitting 2 minutes per member of the public, retaining tape recording as back up.
- Conduct at least one Town Hall meeting in 2014 – see below.
- Priorities for upcoming meetings should be planning for Town Hall, developing CAB recommendations and report to LSB from Surveys, addressing CAB policies and procedures.

Town Hall Meeting: Availability of grant support for a Town Hall meeting is undetermined.

### Ideas for the Town Hall meeting:

- Conduct in spring and conduct the 2014 survey at the same time.
- Susan will look into places for the meeting – St. Paul's, Institute of Cultures
- Consider conducting additional town hall meetings in Huntsville, Galveston and underserved areas, working with programmers to outreach to the communities their programming relates to.

CAB Survey: Approximately 430 responses were received. Mary Ann has begun a review. There is data that can be compiled on a spreadsheet, and extensive comments can be grouped in broad categories. Upcoming meeting should be devoted to this purpose so that the Community

Needs Assessment Report can be completed and provided to management and LSB. Ideas for additional data for next survey are to get respondents to voluntarily self-identify as follows:

- Age
- Gender
- Ethnicity
- Disability
- Sexual preference
- Zip code

Public Comments: Nancy Saibara-Naratomi spoke making the following comments and recommendations:

- Reports to her per management:
  - Power for Huntsville repeater is low, so Christian station signal is dominating.
  - In and out broadcasting has to do with internet interface.
- Recommendations:
  - Monthly CAB meetings
  - Reserved time for regular CAB open journal report.
  - Post the full survey on web, provide staff and listener link, create a blog interaction, connect to other Pacifica stations.
  - Post audio of CAB meetings on web site
  - CAB members or volunteers call in to call-in programs starting 7 days in advance of each CAB meeting at least four times.
  - Provide activities at CAB meetings such as movies to increase attendance.
  - Create pre-recorded reports of comments to be played on air.
  - Nancy wishes to serve on the CAB.

Adjourn: The meeting adjourned at 11:30 am.

Next meeting: 10-11:30 am, Saturday, January 11, 2014, KPFT station. Rosie, Susan cannot attend on January 18.