



**PUGET SOUND PUBLIC RADIO
BOARD OF DIRECTORS MEETING
THURSDAY, SEPTEMBER 23, 2021
4:30 PM – 6:30 PM**

Please register in advance for this meeting using link below:

<https://washington.zoom.us/meeting/register/tJUld-6ppj8qHNK1hbpOjL4FtG9WUafrLZr->

After registering, you will receive a confirmation email containing information about joining the meeting.

MEETING AGENDA

20 mins	C. Strategic Planning Committee Update (4:55-5:15)			Andy McGovern
	➤ August 9, 2021 Meeting Minutes	Exhibit 4a	37-38	
	➤ Advancing Retreat Content	Exhibit 4b	XX-XX	
35 mins	D. Governance Committee Update (5:15-5:50)			David Landau
	➤ July 27, 2021 Meeting Minutes	Exhibit 5a	39-40	
	➤ August 31, 2021 Meeting Minutes	Exhibit 5b	41-42	
	➤ Board DEI Training Feedback	Exhibit 5c	43-81	Ian Warner
	➤ DEI Committee Discussion			
	➤ Racial Equity Team Update			
	➤ Board Surveys	Exhibit 5d	82-108	Filiz McKinney/ Irwin Goverman
	• Biennial Board Assessment Survey Results			
	• Board Profile Update (September 23 rd 6:30 PM)			
	➤ Governance Recruitment Subcommittee Update	Exhibit 5e	109-111	Connie Kravas/ David Landau
	• Current Slate of Prospects			
	• Meet & Greet with Board Inductees			
(ACTION)				
5:50 - 6:05 PM	3. Executive Committee Business & Updates			
	➤ September 9, 2021 Meeting Minutes	Exhibit 6a	112-114	Heidi de Laubenfels
	➤ Update CEO FY22 Annual Goals	Exhibit 6b	115-116	Caryn Mathes
	➤ Board Portal Introduction			Ryleigh Brimhall
	➤ Other Business			Heidi de Laubenfels
6:05 – 6:20 PM	4. Station Business & Updates			
	➤ FY 2022 YTD Financials			Caryn Mathes
	• Cash Flow Navigation	Exhibit 7a	117-122	
	• Dashboard Report	Exhibit 7b	123	
	• Tonnage Report	Exhibit 7c	124	
6:20-6:25 PM	5. Other Business/Public Comment			Heidi de Laubenfels
6:25 PM	6. Open Session Adjourn			Heidi de Laubenfels
6:25– 6:30 PM	7. Executive Session			Heidi de Laubenfels
6:30 PM	8. Executive Session Adjourn			Heidi de Laubenfels

An Executive Session can be called at any time during the meeting based on the following criteria: To consider matters relating to individual employees, proprietary information, litigation, and other matters requiring the confidential advice of counsel, commercial or financial information obtained from a person on a privileged or confidential basis, or the purchase of property or services whenever the premature exposure of such purchase would compromise the business interests of any such organizations.



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MEETING AGENDA

Next Board Committee Meetings

September

Thursday, September 30: Strategic Planning Committee, 3:30 -5:00 PM

October

Tuesday, October 5: Governance Committee, 3:00 – 4:30 PM

Wednesday, October 13: Strategic Planning Committee, 3:30 – 5:00 PM

Wednesday, October 20: Development Committee, 3:30 – 5:00 PM

Tuesday, October 26: FISC Meeting, 3:30 – 4:30 PM

Tuesday, October 26: Finance Committee Meeting, 4:30 -6:00 PM

November

Thursday, November 3: Executive Committee Meeting, 4:30 – 6:00 PM

PSPR Full Board Meetings

September

Sunday, September 25: Board Inductees Meet & Greet, 4:30 – 6:00 PM

November

Thursday, November 18: Annual Board Retreat, 4:30 – 8:00 PM

December

Friday, December 10: Board Orientation, 3:30 – 6:00 PM

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**PUGET SOUND PUBLIC RADIO
BOARD OF DIRECTORS
SEPTEMBER 23, 2021 MEETING
4:30 p.m. – 6:30 p.m.**

APPROVED MINUTES

Upon notice duly given, a virtual meeting of the PSPR BOARD OF DIRECTORS (the “Board”) of KUOW/Puget Sound Public Radio (“KUOW”) was held on September 23, 2021 at 4:30 PM via Zoom.

PRESENT: Heidi de Laubenfels (Chair), Christopher Jay (Vice Chair), Andy McGovern (Secretary), Jon Schorr (Treasurer), Caryn Mathes (President & CEO), Sharon Kioko, Filiz Efe McKinney, David Landau, Irwin Goverman, Claire O’Donnell, Shauna Causey, David Roberts, Liam Lavery, Virginia Anderson, Connie Kravas, Lisa Nitze, Mark Ashida, Randy Hodgins, Ian Warner, Wassef Haroun and Robert W Palmatier

ABSENT: Nicholas Patrick

ALSO ATTENDING: (KUOW Staff) Fieta Robinson (EA/Board Liaison), Ryleigh Brimhall, Matt Albertson, Janice McKenna, Jennifer Strachan and Rami Al-Kabra

I. Meeting Called to Order

Chair Heidi de Laubenfels welcomed the members and guests. Ms. de Laubenfels called the meeting to order at 4:30 PM. Directors were invited to disclose any conflict of interest. There were none. Ms. Mathes introduced the new Senior Director for Digital Product, Rami Al-Kabra.

Approval of Minutes

Ms. de Laubenfels called for a motion to approve the June 24, 2021 Board of Directors Meeting minutes. Ms. Kravas moved, and Mr. Landau seconded. With no objections, the Board approved the minutes as presented.

II. Committee Reports

Development Committee

Ms. McKinney and Ms. Anderson provided a brief update on the Development Committee, including Development Staff collaboration with NPR & Arts Fund. Mr. Jay provided his first UW Foundation update and his orientation experience.

FISC/Financial Committee

Mr. Jay discussed the 3rd Quarter Investment Report provided by Bernstein. KUOW’s endowment fund was up by 9% and Long-Term Accounts were up 7.5%. KUOW’s investments performed better than expected. He mentioned that there was a new program from Bernstein for Socially Responsible Investing with Bonds. He also highlighted on that KUOW is outperforming its benchmarks in returns.

Strategic Planning Committee

Mr. McGovern reviewed the proposed list of action items from the board retreat in May 2021. Ms. Mathes presented her response to the list and how it aligns with KUOW’s KPIs and FY22 goals.

Governance Committee

Mr. Warner presented on the feedback provided from the DEI Training from July 2021. He highlighted a key insight was the needs to ensure that the board’s actions are aligning with KUOW’s stated DEI goals. He also provided an update on the potential DEI board committee for next year.

Ms. McKinney and Mr. Goverman reminded the board of the upcoming Board informational survey. Also, they presented the feedback from the 2021 Board Assessment. A key theme was culture, with action items for more structured onboarding support and mentorship, clearer succession plans for board leadership and committee leadership, and more discussion during meetings. With the support of Mr. Govern, they lead the board in suggesting responses to the assessment.

Ms. Kravas briefly provided a review and overview of the FY22 recruitment process to provide even more transparency for anyone with remaining questions about it.

Motion to Nominate the Current Board Prospects

Ms. de Laubenfels called for a motion to approve to nominate the current Board Prospects that were presented. Mr. Schorr moved, and Mr. Ashida seconded. The motion was moved and all in favor to be presented at the next board meeting.

III. Executive Committee Business & Updates

Ms. Mathes provided an update for her FY22 CEO Goals. Some of the highlighted FY22 CEO Goals were focused on developing the Chief Operations Officer position, refining key metrics for the Strategic Impact Framework, and facilitating board engagement.

Mx. Brimhall provided a brief update on the implementation and timeline of the new board portal.

IV. Station Business & Updates

YTD Financials & Cash Flow

Ms. Mathes presented the YTD financials and cash flow. She highlighted that philanthropy was at 198% of their monthly goal, and year over year total audience was at 110% of their monthly goal. KUOW ended July 2021 strong, with 132 operating days in cash reserve – well over the board-mandated the 91 days.

V. Executive Session and Adjournment

Ms. de Laubenfels adjourned the meeting at 6:26PM and the Board decided to not have an executive session.

Executive Session Notice

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The next Board of Directors meeting will be taking place in person/virtually on Thursday, November 18, 2021 at 4:30 PM.

Respectfully Submitted,
Andy McGovern, Secretary
Fieta Robinson
KUOW PSPR Board Liaison