



KUOW, EXEC Committee February 9 Meeting RSVP REQUIRED

KUOW

Feb 9, 2023 at 4:30 PM PST to Feb 9, 2023 at 6:00 PM PST

Agenda

I. Welcome & Call to Order

4:30 PM

Presenter: Andy McGovern

- A. Invitation to Disclose Possible Conflicts of Interest**
- B. Overview of Meeting Purpose**
- C. Invitation for Additional Topics**
- D. Approval of the Executive Committee Meeting Minutes**

II. Committee Updates

A. DEI Committee Updates

4:35 PM

Presenter: Ian Warner

- 1. Draft Minutes**
- 2. 2023 DEI Workplan**
- 3. RET & DEI Partnership**
- 4. DEI & Committee Chairs Collaboration**
- 5. TOCA Presentation**
 - a. Proposal for a TOCA for the Board?**

B. R&R Committee Updates

4:40 PM

Presenter: Connie Kravas

- 1. Draft Minutes**
- 2. 2023 R&R Workplan**
- 3. Updates on the Board Engagement Form**

Missing Forms:

- Jessie Harris
- Chris Jay
- Sharon Kioko
- Roshni Naidu
- Sharon Nyree Williams

4. RadioActive Presentation

5. Reach & Revenue Staff Department Update

C. Governance Committee Updates

4:45 PM

Presenter: Irwin Goverman

- 1. Draft Minutes**
- 2. 2023 GOV Workplan**

3. Project Timelines

4. 2023 COI Reminder

As of 2/8 these individuals have yet to start their COI:

- Enrique Cerna
- David Chan
- Jessie Harris
- Sharon Nyree Williams

As of 2/8 these individuals are in-progress of completing their COI.

- Wassef Haroun
- Chris Jay
- Roshni Naidu

D. Strategic Planning Committee Updates

4:50 PM

Presenter: Heidi de Laubenfels

- 1. Draft Minutes**
- 2. 2023 SPC Workplan**
- 3. Board Retreat**
- 4. NPR Network Update**

E. FIN/FISC Committee Updates

4:55 PM

Presenters: Sharon Kioko, Mark Ashida

- 1. Draft Minutes**
- 2. 2023 FIN/FISC Workplan**
- 3. Q4 2022 Bernstein Update**
- 4. Form 990 Update**

F. EXEC Committee Updates

5:00 PM

Presenter: Andy McGovern

- Asynchronous Doc Editing
- Board Engagement Events
- Attendance

1. 2023 Board Attendance Roster

III. Station Business

5:20 PM

Presenter: Caryn Mathes

A. FY YTD Financials

- 1. Dashboard Report**
- 2. Tonnage Report**

B. FY24 SIF Progress Update

5:30 PM

Presenters: Caryn Mathes, Kerry Swanson

C. Racial Equity Team Update

5:35 PM

Presenter: Ian Warner

IV. Additional Topics

5:40 PM

V. Upcoming IN-PERSON Full Board Meeting: Thursday, Feb 23rd at 4:30pm at KUOW

Day Of Agenda:

4:00-4:20pm | Station Tour

4:20-4:30pm | Break

4:30-6:30pm | Board Meeting

6:30-7:30pm | Happy Hour @ the Station

VI. Public Comment

5:45 PM

VII. Executive Session

VIII. Adjournment

5:50 PM



APPROVED KUOW, EXEC Committee

February 9 Meeting Minutes

KUOW – Virtual & In-Person | Feb 9, 2023, at 4:30 PM PST

In-Person Location: UW Tower 4333 Brooklyn Ave NE, Seattle, WA 98105

Virtual Location: Zoom

Attendance

Members Present (Remote): Mark Ashida, Irwin Goverman, Randy Hodgins, Sharon Kioko, Connie Kravas, Heidi de Laubenfels, Andy McGovern

Members Absent: Christopher Jay, Claire O'Donnell, Ian Warner

Staff Present (Remote): Shawnteasha Crow, Caryn Mathes, Fieta Robinson, Kerry Swanson

Staff Present (In-Person): Ryleigh Brimhall

I. Welcome & Call to Order

- i. Mr. McGovern called the meeting to order at 4:31 PM.
- ii. Invitation to Disclose Possible Conflicts of Interest
 - i. Mr. McGovern asked the Committee to disclose any possible conflicts of interest, and none were expressed.
- iii. Overview of Meeting Purpose
 - i. Mr. McGovern went through the overview of the meeting.
- iv. Approval of the November 3, 2022, Executive Committee Meeting Minutes
 - i. **Motion:** Mr. McGovern called for a motion to approve the November 3, 2022, Executive Committee meeting minutes.
 - ii. Motion moved by Irwin Goverman and motion seconded by Heidi de Laubenfels. The motion was carried and the meeting minutes were approved.

II. Committee Updates

- i. DEI Committee Updates
 - i. Mx. Brimhall read the following summary of the DEI committee meeting:

"The DEI Committee met on Tuesday, January 26th, virtually. We heard a presentation from Scott Winn, KUOW DEI Consultant, on the TOCA (Transforming Organizational Culture Assessment). Included in the presentation were remarks on culture and conflict, hiring and promotion, and distribution of information and resources.

The Committee mentioned the potential of doing the TOCA (other similar assessment tools) for the board. Regarding Committee Business, we reviewed our workplan and discussed DEI Committee Member attending KUOW Racial Equity Team Meeting & committees for quarterly rotation. Mr. Warner would like to make a request for a discussion of Committee Leadership to use DEI Lens questions at the opening of all committee meetings (i.e., like COI). DEI Committee also wanted to schedule one to

two other Committee Chairs/Vice Chairs to attend a DEI Committee to discuss their committees' DEI strategies."

ii. Governance Committee Updates

- i. Mr. Goverman highlighted on the current Committee Workplan with Sub-Workplans. He assembled additional members for the recruitment task force and discussing the initial steps for 2023 recruitment. The Governance Committee also assigned mentors to the new board members. With the 2023 Board Retreat, the planning was spearheaded by SPC & Governance Chairs and Vice Chairs. There was a discussion of the review of the Bylaws, especially regarding to Leave of Absence and Vice or Assistant Treasurer.

iii. R&R Committee Updates

- i. Ms. Kravas presented the Reach & Resource Committee. The Reach and Resource Committee met on Tuesday, January 31st, virtually. We heard an informational presentation from Lila Lakehart, the Program Manager of RadioActive. Included in the presentation was RadioActive's history and reach with the youth and that their 20th Anniversary will be coming up in 2024. The last presentation we heard was a joint presentation from Philanthropy, Membership, Marketing, Community Engagement, and Business Support on the end of the year. Additionally, Mr. Brown further analyzed the success and strategy that led to a successful fundraising end of the year. Regarding Committee Business, we reviewed our workplan and discussed the Board Engagement Form. There were five members left to fill out their 2023 engagement plan form.

iv. Strategic Planning Committee Updates

- i. Ms. de Laubenfels praised the productive discussion with KUOW Staff and SPC on the NPR Network Update. SPC also discussed the upcoming retreat. Karen Hirsch, from Ostara, was able to attend the committee meeting with help solidify the theme of engagement with members.

v. FIN/FISC Committee Updates

- i. Dr. Kioko provided a brief overview from the recent joint FISC/FIN Meeting. She mentioned the hiring search for a new Director of Finance and an update on the Form 990 progress. The Form 990 current timeline was to have it due to the Finance committee for review in February. She also highlighted Ms. Mathes' overview of the monthly KUOW financials. There were 204 days of operating days in reserve, and the YTD had KUOW ending the FY23 in the black.
- ii. Mr. Ashida highlighted the Q4 Bernstein Investment report. ESG had not performed as well as traditional stocks and bonds due to the increase value of energy investments. Overall, KUOW investments had not done as well as in past years, but that was typical for most investments in 2022. Mr. Ashida also discussed Investment Manager Review and potentially utilizing UW's resources and research in comparing KUOW's current investment manager to others.

vi. EXEC Committee Updates

- i. Mr. McGovern pushed Exec Committee Update to a later Executive Session for private discussion on member engagement.

III. Station Business

- i. Ms. Mathes highlighted the success of staff hiring with an under 6% vacancy rate. She had finalized on a hiring firm for support on searching for the open C-Suite Positions of Chief Marketing Officer and Chief Content Officer. Ms. Mathes also presented the YTD financials and December 2022 cash flow. New Donor Acquisition was up 9% year over year, Business Support was 97% to their December with Local Business, and Philanthropy performed 578K over goal for December.
- ii. Mr. Swanson presented on the recent KUOW Leadership Team Retreat. The Leadership Team was currently working on updating SIF Goals/KPIs for the FY24 & FY25 Budget.
- iii. Mrs. Crow provided a brief update on the KUOW Racial Equity Team, which was focused on the TOCA and the comparison between 2020 and 2022.

IV. Public Comment

- i. Mr. McGovern asked if there were members of the public in-person or virtually on Zoom in attendance that wanted to provide a comment. There were no guests in attendance, and no public comment was made.

V. Executive Session

- i. Mr. McGovern adjourned the Open Session of the meeting at 5:28 PM. Then, Mr. McGovern called for an Executive Session to discuss private personnel information.

VI. Adjournment

- i. Mr. McGovern adjourned the Executive Session at 5:57 pm.