



Puget Sound Public Radio
 EXECUTIVE Committee Meeting
 Thursday, September 9, 2020
 4:30 PM – 6:00 PM

Please register in advance for this meeting using link below:

<https://washington.zoom.us/meeting/register/tJAsdu2pqzMvG9BSZi6KJLbdGhnkmlbXLWrM>

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

Meeting Objectives

- Get current on committee work
- Solidify FY22 Board Composition
- Confirm CEO Annual Goals
- Set the Agenda for Full Board Meeting on September 23, 2021

Specific Questions We Will Address

- *How can we improve the board's effectiveness?*
- *What should FY22 leadership look like?*
- *How do we best engage new board members?*

AGENDA

4:30 -4:35 PM	<ol style="list-style-type: none"> 1. Welcome, Check-In and Call to Order 2. Meeting Objectives 3. Invitation to Disclose Possible Conflicts of Interests 4. Invitation for Additional Topics 5. Approval of the June 10, 2021 – EXEC Meeting Minutes 	Exhibit 1	Heidi de Laubenfels
4:55 - 5:50PM (10 min)	<ol style="list-style-type: none"> 6. Committee Updates <ol style="list-style-type: none"> A. Development Committee Update (4:55– 5:05) <ul style="list-style-type: none"> ➤ Committee/Board Engagement Update ➤ UW Foundation Update ➤ Development Campaigns/Collaborations B. Finance Committee & FISC Update (5:05 – 5:15) <ul style="list-style-type: none"> ➤ FISC Investment Update C. Strategic Planning Committee Update (5:15-5:25) <ul style="list-style-type: none"> ➤ Advancing Retreat Content D. Governance Committee Update (5:25-5:50) <ul style="list-style-type: none"> ➤ Board DEI Training Feedback ➤ Board Surveys <ul style="list-style-type: none"> • Biennial Board Assessment Survey Results • Board Profile Update (September 2021) ➤ Governance Recruitment Subcommittee Update <ul style="list-style-type: none"> • Current Slate of Prospects • Meet & Greet with Board Inductees ➤ 2022 Board Composition <ul style="list-style-type: none"> • Discuss Committee Assignment and Board Officers • Recommendation to Re Elect 2022 Board Members 	Exhibit 2	Filiz Efe McKinney Christopher Jay
(10 min)		Exhibit 3a Exhibit 3b	Jon Schorr Christopher Jay
(10 min)		Exhibit 4	Andy McGovern
(25 min)		Exhibit 5a Exhibit 5b	David Landau
ACTION		Exhibit 5c Exhibit 5d	
ACTION		Exhibit 5e	

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 of services whenever the premature exposure of such purchase would compromise the business interests of any such organizations.



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4:40-4:55 PM	7. EXEC Committee Business		
	<ul style="list-style-type: none"> ➤ September 23 Board Meeting Agenda ➤ Update CEO FY22 Annual Goals ➤ Other Business 	Exhibit 6	Heidi de Laubenfels Caryn Mathes Heidi De Laubenfels
5:50- 5:55 PM	8. Station Business		Caryn Mathes
	<ul style="list-style-type: none"> ➤ FY 2022 YTD Financials <ul style="list-style-type: none"> • Cash Flow Navigation • Dashboard Report ➤ Racial Equity Team Update 	Exhibit 7	
5:55- 6:00 PM	9. Executive Session		Heidi de Laubenfels
<p><i>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 of services whenever the premature exposure of such purchase would compromise the business interests of any such organizations.</i></p>			
6:00 PM	10. Adjourn		Heidi de Laubenfels

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

Thursday, September 23: Board of Directors, 4:30 – 6:30 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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APPROVED MEETING MINUTES

KUOW Puget Sound Public Radio

EXECUTIVE COMMITTEE

THURSDAY, SEPTEMBER 9, 2021

4:30 PM – 6:00 PM

Upon notice duly given, the **EXECUTIVE COMMITTEE** (the "Committee") of the KUOW, Puget Sound Public Radio (PSPR) meeting was held virtually on September 9, 2021, via Zoom.

PRESENT: Heidi de Laubenfels (Chair), Christopher Jay (Vice-Chair), Andy McGovern (Secretary), Jon Schorr (Treasurer), Caryn Mathes (President), David Landau, Randy Hodgins and Mark Ashida (IPC)

ABSENT: Filiz Efe McKinney and Virginia Anderson

ALSO ATTENDING: Jenna McKenna and Ryleigh Brimhall

I. Meeting Called to Order & Announcements

Chair Heidi de Laubenfels welcomed the Committee members. The meeting was called to order at 4:32 PM. There were no Conflicts of Interest. Ms. de Laubenfels welcomed additional topics to the agenda.

II. Approval of Minutes

Ms. de Laubenfels then called for the approval of Minutes from the June 10, 2021, Joint Finance & Executive Committee meeting. Jon Schorr moved to approve, Mark Ashida seconded; the motion was carried, the Committee approved the minutes as presented.

III. Committee Business

Development Committee

Mr. Jay provided his first UW Foundation update and his orientation experience.

Finance & FISC Update

Mr. Jay discussed the 2nd Quarter Investment Report provided by Bernstein. He mentioned that there was a new program from Bernstein for Socially Responsible Investing with Bonds. He also highlighted that KUOW is outperforming its benchmarks in returns.

Strategic Planning Committee (SPC)

Mr. McGovern reviewed the proposed list of action items from the board retreat in May 2021. He also presented a technique for in-meeting discussion and feedback.

Governance Committee

Mr. Landau presented on the feedback provided from the DEI Training from July 2021. The three main action items were creating intentional space for discussion, deepening understanding of the board's current DEI efforts and goals, and ensuring that the board's actions are aligning with KUOW's stated DEI goals.

He also 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. Also, there was commentary on expanding the Development Committee's purpose to further engagement and support between board and staff. Finally, there was a request for even more transparency about the board recruitment process. Mr. Brimhall provided a brief update on the implementation of the new board portal. Mr. Landau reminded the committee about the timeline for the upcoming Board Informational Survey.

APPROVED MEETING MINUTES

KUOW Puget Sound Public Radio

EXECUTIVE COMMITTEE

THURSDAY, SEPTEMBER 9, 2021

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Motion to Nominate the Current Board Prospects

Mr. Ashida moved to approve nomination of the current Board Prospects. Mr. Jay seconded. The motion was approved, with all in favor for it to be presented at the next board meeting.

Motion to Recommendation to Re Elect 2022 Board Members

Mr. Goverman moved to approve re-election of 2022 Board Members up for new terms, and Mr. Schorr seconded. The motion was approved with all in favor of it being presented at the annual board meeting in November.

IV. Executive Committee

Ms. Mathes provided an update on 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.

Ms. de Laubenfels clarified items for the next full board meeting, and briefly discussed the potential of creating a new DEI committee for the coming FY22 board year.

V. Station Report

Ms. Mathes presented the YTD financials and cash flow. She highlighted that philanthropy was at 425% of their monthly goal, and year over year total audience was at 104% of their July monthly goal. KUOW ended July 2021 strong, with 132 operating days in cash reserve – well over the board-mandated the 91 days.

VI. Executive Session

There was no Executive Session called at this meeting.

VII. Adjournment

With no further business, Ms. de Laubenfels adjourned the meeting at 6:02 PM.

Respectfully Submitted by
Heidi de Laubenfels, Chair
Fieta Robinson, Board Liaison