





Puget Sound Public Radio  
 EXECUTIVE Committee Meeting  
 Thursday, November 3, 2021  
 4:30 PM – 6:00 PM

Please register in advance for this meeting using link below:

<https://washington.zoom.us/meeting/register/tJ0scOGtpzspEtL03RdpLb5p8ADHC5WqrW08>

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

5:35-5:45 PM	<b>7. EXEC Committee Business</b>		
	<ul style="list-style-type: none"> <li>➤ UW Foundation Update</li> <li>➤ November 18 Annual Board Meeting Agenda</li> <li>➤ BOD &amp; Committee Meeting Dates</li> <li>➤ 2022 Executive Committee Meeting Dates               <ul style="list-style-type: none"> <li>• Thu, February 10, 2022</li> <li>• Thu, April 21, 2022</li> <li>• Thu, June 09, 2022 (Joint w. FIN – Budget Hearing)</li> <li>• Thu, September 08, 2022</li> <li>• Thu, November 3, 2022</li> </ul> </li> <li>➤ Other Business</li> </ul>	<ul style="list-style-type: none"> <li>Exhibit 6a</li> <li>Exhibit 6b</li> </ul>	<ul style="list-style-type: none"> <li>Christopher Jay</li> <li>Heidi de Laubenfels</li> <li>Heidi De Laubenfels</li> </ul>
5:45- 5:55 PM	<b>8. Station Business</b>		Caryn Mathes
	<ul style="list-style-type: none"> <li>➤ FY 2022 YTD Financials               <ul style="list-style-type: none"> <li>• Cash Flow Navigation</li> <li>• Dashboard Report</li> </ul> </li> <li>➤ Racial Equity Team Update</li> </ul>	<ul style="list-style-type: none"> <li>Exhibit 7a</li> <li>Exhibit 7b</li> </ul>	
5:55- 6:00 PM	<b>9. Executive Session</b>		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	<b>10. Adjourn</b>		Heidi de Laubenfels

**PSPR Full Board Meetings**

**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

WEDNESDAY, NOVEMBER 3, 2021

4:30 PM – 6:00 PM

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Upon notice duly given, the **EXECUTIVE COMMITTEE** (the "Committee") of the KUOW, Puget Sound Public Radio (PSPR) meeting was held virtually on November 3, 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, Filiz Efe McKinney, Irwin Goverman and Mark Ashida (IPC)

**ALSO ATTENDING:** Fieta Robinson and Ryleigh Brimhall

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#### I. Meeting Called to Order & Announcements

Chair Heidi de Laubenfels welcomed the Committee members. The meeting was called to order at 4:31 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 September 9, 2021, Executive Committee meeting. Mr. Jay moved to approve, Mr. Landau seconded; the motion was carried, the Committee approved the minutes as presented.

#### III. Committee Business

##### Development Committee

Ms. McKinney provided an update on the Development committee. Development committee has decided to expand their purpose to encompass how the committee intends to deepen engagement between the board, staff, and community. With this expanded purpose, there was a need for updating the committee's name as well.

##### Resolution of Change to Committee Name

Ms. de Laubenfels called to approve the change of the name of Development committee to Reach & Resource committee. Ms. McKinney moved to approve, and Mr. Landau seconded. The motion was approved, with all in favor for it to be presented at the Annual Board Meeting.

##### Finance & FISC Update

Mr. Schorr briefly updated the committee on PPP loan funding and allocation, as well as Mr. Lavery's work with the updated IPS. Mr. Jay discussed the 3<sup>rd</sup> Quarter Investment Report provided by Bernstein. He mentioned the alignment between how Bernstein and IPS name different account types.

##### Motion to Adopt the Revised ISP

Ms. de Laubenfels called for a motion to adopt the revised ISP with amended language to the Annual Board Meeting. Mr. Schorr moved to adopt, Mr. Jay seconded, the motion was carried, The Committee approve the motion.

##### Motion to Approve PPP Loan Allocation

Ms. de Laubenfels called for a motion to approve PPP Loan Allocation to the Annual Board Meeting. Mr. Schorr moved to adopt, Mr. Jay seconded, the motion was carried, The Committee approve the motion.

# APPROVED MEETING MINUTES

## KUOW Puget Sound Public Radio

### EXECUTIVE COMMITTEE

WEDNESDAY, NOVEMBER 3, 2021

4:30 PM – 6:00 PM

#### Strategic Planning Committee (SPC)

Mr. McGovern provided an overview of the recent meeting including highlighting on the Senior Director of Digital Product, Mr. Rami Al-Kabra's presentation, and the new experimentation of having Ms. Mathes provide a "What's New with KUOW" section of the SPC meeting. SPC, also, discussed Ms. Mathes' response to the retreat action items proposals.

#### Governance Committee

Mr. Landau briefly presented the 2022 board member slate. The committee discussed the members resigning and retiring. He also spoke on the necessary creation of the DEI Committee to further align the board's DEI Goals to the DEI Goals of the station.

#### Motion to Approve 2022 Proposed Directors, Officers and Committee Members Slate

Ms. de Laubenfels called to approve 2022 Proposed Directors, Officers and Committee Members Slate. Mr. Ashida moved to approve, and Ms. McKinney seconded. The motion was approved, with all in favor for it to be presented at the Annual Board Meeting.

#### Motion to Approved formation of the DEI Committee

Ms. de Laubenfels called to approve formation of DEI Committee with Purpose, Name, and Charter. Mr. Hodgins moved to approve, and Mr. Landau seconded. The motion was approved, with all in favor for it to be presented at the Annual Board Meeting.

#### **IV. Executive Committee**

Ms. de Laubenfels presented the draft agenda for the Annual Board meeting and walked through the entire itinerary from the consent agenda, staff presentations, and on-site COVID policies.

#### **V. Station Report**

Ms. Mathes presented the YTD financials and cash flow. She highlighted that philanthropy was at 147% of their monthly goal, and business Support was at 106% of their September monthly goal. KUOW ended September 2021 strong, with 127 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