

Capital Public Radio Board of Directors Meeting

We acknowledge, with respect, the land our campus is on today was, and continues to be, the homelands of the Indigenous people of this area. Northern California and its rivers serve as a gathering place for many local tribes from the surrounding valley and foothills including the Southern Maidu, Patwin, Wintun, Wiyot, and Mechoopda. We recognize these lands and riverways as unceded traditional territories of these Native peoples. We further recognize these California Native nations and respect their sovereignty. By offering this land acknowledgement, we affirm a commitment to build relationships and foster a university environment of success to better serve Native nations and communities.

Nº.	<p style="text-align: center;">Agenda for Wednesday, September 4th, 2024 at 5:30pm</p> <p style="text-align: center;">Zoom Meeting Access Link: https://csus.zoom.us/j/83340347271</p>	Presenter	Action
I.	Opening	Wheeler	
	<p>a) Land Acknowledgement b) Roll Call</p> <p><u>Members</u> Mark Wheeler Susan Catron Stacey Hunter-Schwartz Frank Maranzino Kenneth Johnston – left at 6:25pm Mashariki Lawson-Cook Jim Richardson Rob Crawford Lynn Belzer Nick Llanos Erike Young – left at 7:00pm Jim Bolt</p> <p><u>Absent</u> Martin Clevenger Leslie Cornick Annie Lam Jeff Holden Nataly Andrade-Dominguez Steven Karp</p> <p>c) Approval of Agenda (or add items for discussion only) Stacey moved to approve the agenda as presented & was seconded by Susan. This passed unanimously.</p>		X
II.	Open Forum	Wheeler	

During open forum, each community member in attendance may address the Board for up to three minutes. Time guidelines ensure that all participants will have an opportunity to speak, as well as allow for the Board to resume their business in a timely fashion. A director or manager may briefly respond to statements made or questions posed, but no actions or determinations can be made on items brought up during open forum. If desired, the Board may look to add an item raised during open forum to a future Board meeting agenda in which an action or determination can be made. We ask that all speakers be respectful and observe general rules of decorum by not engaging in any argumentative or disruptive behavior. And we thank all participants in advance for bringing organizational matters, questions, or concerns to the Board and management. Please understand that once the Board begins deliberations, there will be no further opportunity for public comment unless expressly invited by the Board.

	<p>a) Public Comment Kai On, SacState Alumni – Kai previously presented information on his father’s case and his experience with the Sacramento PD & DA’s office. At the Board’s suggestion, he reached out to the CapRadio newsroom email and received no feedback. Kai had contacted other local news stations and was told they would not be publishing his story. He had spoken to a board member a few years back and requested that she reach out to SacState to work on his father’s case, however these efforts were fruitless.</p> <p>Kai was informed that his letter was distributed to the members and that it is a matter of public record.</p> <p>b) Open Forum for Board Members None provided</p>		
III.	Approval of Minutes	Wheeler	
	<p>a) 8/21/2024 Susan moved to approve as submitted which was seconded by Stacey; the minutes were approved without objection.</p>		
IV.	Staff Reports	Wheeler	
	<p>a) General Manager’s Report Collective bargaining continued with discussions on many items, such as department policies, work schedules, employees benefits and pay scale.</p> <p>The CSU Audit’s deadline has been moved up to Sept 11th. The original deadline was Sept 27th so this is a significant acceleration for the team. They are working to complete these corrections so they can be presented to the Board on Sept 18th for final review.</p> <p>Membership and ratings have been stable. Geographic coverage is most of Northern California, roughly 52% of California counties. This has been impacted by the weather, as the transmitters need to be scaled back when temps get over 110.</p> <p>CapRadio is looking for a News Anchor for NSPR and a Major Giving Officer.</p> <p>b) Chief Marketing and Revenue Officer’s Report i) Community Engagement Chris Bruno provided the members information about CapRadio’s engagement with the community. There are multiple ways to contact staff at CapRadio, starting with the website with our contact forms, which are for general inquiries or specific shows like Insight. CapRadio also has a direct contact option for departments like Membership or to the newsroom via the audience phone line. CapRadio sends and receives a significant amount of donor mail where the community provides questions and feedback. Additionally, donors and members of the public are encouraged to join us for a tour of</p>	<p>Maranzino</p> <p>Bruno</p>	

the station. Our Development Team holds regularly scheduled donor tours where any questions or concerns can be raised and addressed during Q&A. These tours are typically held twice a month but are increased based on public interest. CapRadio also hosts “field trips” by partnering with local restaurants or venues to host events, such as a performance by a CapRadio music host.

CapRadio does have social media pages that are for editorial use. We utilize these pages to distribute reporting but find that discussions can go off-topic from the original posting. If people have questions or need clarification, the team actively engages and responds to that. CapRadio also has a Facebook group focused on discussions around our classical and jazz streams. Our music hosts and team interact regularly with the members of that group. Community members are welcome to reach out to our team through these social media pages however they need to be respectful and on topic.

V. Committee Reports

Wheeler

a) Executive

Susan informed the Board that retreat planning was ongoing and the agenda was under construction. This retreat will likely be held on a Saturday in late-October to early-November. Members will be receiving a Doodle poll to determine the retreat date.

The Executive Committee also discussed minutes and the retention of recordings. While a transcript will be created for the ease of minute-taking, Board approved minutes will be the primary source of information for the public. These are being posted to the CapRadio website after being approved and signed.

Regarding the bylaws draft, the E/C assisted in determining the final count for Board size as this item was one of the last issues preventing the draft from moving forward.

b) Governance

The Governance Committee had not met since the last Board meeting. A draft of the bylaws has been created and distributed to legal and President Wood’s office for review. Any changes to the original language of the bylaws have been in reflection of the situation that unfolded at CapRadio.

c) Finance

There were no updates at this time.

d) Audit

Mashariki provided a brief update to the Audit Committee. The A/C had not met recently however the charter was in good condition and ready to send out to the Board.

e) Development

The Development Committee met earlier today and received an update on CapRadio’s partnerships & sponsorships in the region. They discussed opportunities for board engagement and developing a strategy to utilize the Board’s collective connections. The D/C’s goal is to craft a narrative where all members speak as one voice to foster relationships in the community.

A large portion of the D/C’s session centered around Board commitment & giving, and the need to work on starting board donations. The Committee was aware of the potential financial burden this may create and didn’t want to put a specific dollar amount, but recognized the organization as a whole would greatly benefit from 100%

Catron
Hunter Schwartz
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	member-donation status. The D/C may look into a give-get option, but ultimately the current need is direct financial support.		
VI.	Action Items	Wheeler	
	<p>a) Authorized Signatories Tabitha was working on establishing the new business unit for CapRadio within the SacState financial system and needed the Board to approve specific authorized signers to facilitate the operations of this unit.</p> <p>This action was deferred to the Finance Committee so Martin could address this item in more detail.</p>	Leeds	
VII.	Discussion Items	Wheeler	
	<p>a) Communication Flows (CSUS & Exec Committee) This item was covered in a communication by the Board Chair to the members directly. Dr. Wheeler will work with Ashley to ensure that important documents and information from the CSU is sent to the members within a reasonable time of their receipt.</p>	Wheeler/Catron	
VIII.	Adjournment to Closed Session	Wheeler	
	<p>The Board moved into closed session at 6:38pm.</p> <p>Closed Session Items</p> <ul style="list-style-type: none"> a) Personnel – Action Required b) Litigation c) Property Matters d) Litigation <p>The Board rose from closed session at 7:26pm</p>	Clevenger Scheidt Maranzino Maranzino	
	Reconvene to Open Session	Wheeler	X
	<p>Announcement of Closed Session Actions Taken</p> <p>MOTION 2024-09*27 to approve a one-year interim General Manager contract for Frank Maranzino.</p> <p>Susan stated that there was action on the General Manager contract for a one-year interim. This included a review of the job description, offer letter and agreement to be sent to the President’s Office for approval.</p> <p>This was passed unanimously.</p> <p>The Board also discussed litigation and property matters, as well as a litigation item open to investigation.</p> <p>The Board adjourned at 7:27pm.</p>	Wheeler	
	Adjournment	Wheeler	X

10/24/2024