



Kachemak Bay Broadcasting, Inc. (KBBI) BOARD COMMITTEE DESCRIPTIONS

The President of the Board of Directors is an *ex-officio* member of all standing committees.

Board Development Committee. Composed of the President and at least two other Board members, this committee identifies and recruits potential candidates for the Board, provides orientation for new Board members, conducts annual evaluations of the Board's effectiveness, and plans and implements training and professional development opportunities for Board members (e.g., retreats and seminars). At least one member of this committee serves as liaison to the Community Advisory Board and attends its meetings.

Fundraising & Development Committee. This committee assists the General Manager and Development Director in designing and implementing fundraising strategies, which may include grant applications, on-air fund drives, special events, and identification and solicitation of major donor and underwriting prospects. This committee may include members of KBBI who are not Directors.

Facilities Committee. This committee works closely with the General Manager and staff to ensure that the station and transmitter buildings, grounds, and equipment are maintained to ensure KBBI's ability to operate efficiently and provide a safe and comfortable environment in which staff and volunteers work. This committee may include members of KBBI who are not Directors.

Finance Committee. Composed of the Treasurer and at least two other Board members, this committee meets monthly with General Manager to review financial reports, annual budgets, audits, and midyear budget revisions. This committee may include members of KBBI who are not Directors.

Policy & Bylaws Committee. This committee works with the General Manager to identify and suggest changes to policies and bylaws, which are then presented to the full Board for review. Proposed changes to the bylaws changes are put out for 30-day public notices, then voted on by the Board utilizing public comments.

Public Safety Committee. This committee, in consultation with the General Manager, develops and maintains cooperative agreements with the City of Homer, Kenai Peninsula Borough, and State of Alaska to optimize the dissemination of public information in preparing for, responding to, and recovering from disasters and other threats that affect the health and well-being of the community. The chair of this committee serves as KBBI's liaison to emergency providers to strengthen these relationships and support for KBBI. This committee may include members of KBBI who are not Directors

Strategic Planning Committee. This committee works in consultation with the General Manager to ensure that strategic goals and objectives align with KBBI's mission and values. It helps the Board and staff identify critical issues facing the organization and ensures that the strategic plan includes measurable goals and time targets. The committee annually reviews the strategic plan and recommends updates as needed.