



**KUVO COMMUNITY ADVISORY BOARD MEETING**  
*Minutes September 20, 2018*

**Attendance:** Jeff Baron, Jeff Brimer, Gwen Crawford, Wayne Fowler, Matt Herzberger, Claire Lanier, Carolyn Leivers, Djamila Ricciardi, John Shippey, Nasiri Suzan, Gabe Washburn, Woody Laughlin (on phone)

**KUVO Staff Present:** Tina Cartagena

Meeting begins at 8:05 AM

**General Business/Approval of Meeting Minutes:** John Shippey moved to approve meeting minutes from August, Jeff Brimer 2<sup>nd</sup>. All present voting members voted “aye” to approve minutes.

**Onboarding Updates for New Members**

- i. We have received and reviewed all new member bios. Big Thank you to everyone. Next step will be to submit info to appropriate staff for posting on website.
- ii. Since there will soon (before the end of the year) be new staff members for the Urban Alternative channel, we will wait to have photographs done professionally by Mary Lynn Gillaspie – Tina will make those arrangements when the time comes.

**Executive Committee Discussion and Committee Leadership**

- i. Brief discussion on the need to vote on new Executive Committee members ; Motion made by Wayne that the Nominating Committee (Nasiri, Djamila, and Jeff Brimer) select members of the board for consideration, John 2<sup>nd</sup> motion, all present voting members voted “aye”
  - a. As a follow up, Djamila will send out document outlining the specifics of CAB executive committee roles
  - b. Nasiri, Jeff, and Djamila will arrange a phone call to discuss logistics and next steps
  - c. The main question then, is how and at what frequency do we receive updates/information about listener data? – Tina mentioned that Stu, a KUVO Volunteer, can provide information about our listeners/audience ...it is unclear if it is appropriate to reach out to Stu directly or if there is another method/protocol for receiving information for which to review and advise upon.
  - d. Post meeting update: < due to some information that was shared with the current executive committee regarding the role of the CAB, this effort was put on temporary hold until we receive clarity from KUVO/RMPM staff>

**Fundraising Drive, when and who will participate from the CAB and on-air spots for current Pledge Drive**

- i. Brief discussion about the phone bank schedule and current volunteer needs; Djamila will be on air pitching October 6<sup>th</sup>, Nasiri will be phone bank supervisor, Claire and Matt will work the phones. Every other CAB member is encouraged to volunteer on any day they are available.

- ii. The following CAB members have expressed interest in recording on-air spots for this or any future pledge drive: Jeff Baron, Gwen, John and Gabe

#### **Discussion regarding Social Media CAB Committee**

- i. With this recent influx of new CAB Members, we have several individuals who are interested and have expertise in social media. We would like to leverage this energy and interest in some actionable way, pending approval/direction from staff.

#### **Business card review**

- i. Tina reports that an order has been placed for business cards for CAB Members
  - a. Djamila and Nasiri will follow up with Tina offline to ensure that CAB has some input and can see a proof of the cards
  - b. Post meeting update: <soon after the September CAB meeting, it came to the attention of the CAB executive committee that ordering/distributing of business cards has been put on hold as there is disagreement re: role of the CAB and subsequent time/resources to be allotted to this group. More information in October meeting minutes>

#### **John Shippey email update**

- i. John Shippey, who reviews messages sent to [CAB@kuvo.org](mailto:CAB@kuvo.org) address, mentioned that the CAB at jazz radio station WGBH reached out to us and is interested in learning more about general CAB best practices
  - i. **Follow up:** John will respond and perhaps schedule a phone interview with CAB officers

#### **Staff report from Tina:**

- i. **KUVO Website** - There is a full-on effort on the part of staff to re-brand the KUVO website, with an emphasis on music discovery.
  - a. The new website will have to be inclusive of KUVO jazz, urban alternative, and local content
- ii. **KUVO Archive Project** – Producers of Colorado Experience will be filming local, living jazz musicians (interviews and performances) to be recorded for posterity. It isn't clear at this point how these recordings will be accessed and viewed. PBS' SAM (Station Archive Memories) project is working to preserve bits of KUVO's history.
- iii. **New Performance Studio** - The performance studio at the new facility will no longer be called the Phyllis A Greer, instead it will be the "Bonfils Performance Studio" KUVO has received a \$1 million grant for this new facility but still intends to incorporate some historic element into the space. More details TBD. Various KUVO CAB members are interested in knowing more about these developments.