



**KUVO COMMUNITY ADVISORY BOARD MEETING**  
**Minutes August 16, 2018**

**Attendance:** Phil Cortese, Nasiri Suzan, Jeff Brimer, Carolyn Leivers, Djamila Ricciardi, Wayne Fowler

**Guest(s):** Connor Williams, Claire Lanier, Gabe Washburn, Gwen Crawford, Matt Herzberger

(Prospective new CAB Members selected by the Nomination Committee)

**KUVO Staff Present:** Tina Cartagena

Meeting begins at 8:10 AM

**General Business/Announcement:** Phil Cortese will be stepping down from the CAB and from the role as Board Chair. CAB spent some time at the top of the meeting presenting some highlights of his time as Chair and his hopes for the future. He will still be reachable, and has full confidence in the continued success/progress of the group. He will be traveling and enjoying a variety of other creative projects and family time. Phil has been a wonderful advocate for the CAB and has set an example for the rest of us to follow. We will sincerely miss him and will no doubt figure out a Happy Hour celebration in the near future. The CAB will soon move forward with officer elections in the next few months, but in the interim Nasiri and Djamila will assume the roles of Co-chairs.

**1. Update from Email Messages**

- a. 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
- b. **Follow up:** John will respond and perhaps schedule a phone interview with CAB officers

**2. Interview Five Applicants for Membership to the CAB**

- a. Connor Williams, Claire Lanier, Gabe Washburn, Gwen Crawford, and Matt Herzberger are the five applicants that the nomination committee has recommended. They were all encouraged to stay in the room and ask each other questions as well.
- b. After a period of about 30-35 minutes, applicants were asked to leave the room for the CAB to have a 10 minute discussion/vote
- c. A brief discussion took place, then Wayne motioned that we move forward with voting all five members on to the CAB. John Shippey seconded this motion and there was a unanimous decision from the rest of the group.
- d. Connor, Claire, Gabe, Gwen and Matt were brought back in and officially welcomed!

**3. Next Steps and Onboarding Process**

- a. New CAB Members will need to be added to the roster and to the website soon.
- b. **Follow up:**
  - i. Djamila will collect emails/addresses/phone numbers of new members (and add/update information of current members as necessary). Deadline to submit info/updates **September 1st**.
  - ii. Djamila will also gather bios of new members to be added to CAB page on KUVO's website. Deadline to submit bios **September 1<sup>st</sup>**.

- iii. Tina will stay in contact with us as far as scheduling time to photograph headshots (with MaryLynn Gillaspie). The plan, as of now, is to wait for new hires for Urban Alternative station in a few months.
- iv. Djamila will connect with Tina about getting new business cards and nametags created and ordered.

**4. Post Live at the Vineyards Review**

- a. Fun was had by all! Tina called it “the best Live at the Vineyards ever”