

Community Advisory Board (CAB) AGENDA and MINUTES – May 19, 2018
Grassroots House, Berkeley, CA

- 1:00 1. Sign in CAB members present - (Robin): [Robin, Craig, Rich, Karen and MaryAnn](#)
- 1:04 2. Introductions of new CAB members (if any), and community members (voluntary): [Carol Wolfley and Merille Arguelles attended. Two CAB members terms ended. Robin termed out. Karen's term ended and she decided not to continue for another term.](#)
- 1:08 3. Assign meeting roles for any regular position holders who may be absent (Chair, Scribe/Minute Taker, etc.) : [Done](#)
- 1:10 4. Additions or Modifications to the Agenda ([see item 12](#)); then approve of agenda: [Done](#)
- 1:15 5. Community input time: Chair will ask any community members present if they would like their comments reflected in the Minutes (such inclusion is optional)...and whether they want their name included. If so, they will be asked to submit a written summary of their verbal comments before the end of the meeting to assure accuracy. ([Debbie Bayer re: Guns & Butter?](#)): [None](#)
- 1:30 6. Community Outreach Discussion (non-KPFA events): [No specific decisions made. CAB agreed that part of the CAB's mission is outreach and will support the Outreach Committee.](#)
- A. KPFA Community Outreach Team email list – Who now controls and/or has access to the Community Outreach Volunteer List
- B. What specific Teams might we want to set up under the umbrella of the Outreach Committee and what should their assignments/goals be? Examples:
1. Website Update Team,
 2. Literature Update Team,
 3. University/High School Outreach Team,
 4. Senior Center Outreach Team,
 5. other Community Organizations Outreach Team (ala MaryAnn's description),
 6. Tabling Team (developing strategies for interacting with public, determining which events to table at, determine who will staff them), etc.
- C. Who will be updating Calendar of events? ...and which calendar shall we use (Karen & Grace):
- 2:00 7. CNA Review – Prep for the 2018 report: Reviewed the survey questions. [MaryAnn agreed to update the Survey in SurveyMonkey with some help from Karen. The questions were reviewed and edits noted. A discussion ensued about whether or not to add questions about Pacificia and the PNB. Vote was 4 yes and 1 nay. MaryAnn agreed to follow-up about the SurveyMonkey reimbursements for both 2017 and funding for 2018.](#)
- A. Review of survey questions (members should provide their suggestions in writing with enough copies for everyone)
- B. Should we include any questions regarding bylaws?
- C. Should we include anything in CNA other than survey results (e.g. emails, other pub comment)
- D. Who will do CART for this year's online survey? ...and encourage management to play it?
- E. How and when will we be reimbursed for last year's CAN and get funding for this year's?
- 2:30 8. CARTS for **membership** & meeting announcements (and perhaps Community Outreach) – Robin
- A. Reassign all Robin's roles.
- B. Recording new CAB membership CART? (Grace)
- C. Add to the auto-response an encouragement/invitation to donate? – [No](#).

[Reassigned Roles \(both Karen's and Robin's\)](#)

- [Sign In sheets – MaryAnn](#)
- [Some papers and old minutes from Robin. Craig took them to review and will eventually give them to MaryAnn to store in her garage.](#)
- [Final review of corrected minutes, put into a pdf to be posted by Miguel Guerra \(\[mguerro@KPFA.org\]\(mailto:mguerro@KPFA.org\)\). Craig](#)
- [Weekly review of the CAB email. Rich](#)
- [Carts – Grace \(in a previous meeting\)](#)

- 2:35 9. Listener Email to CAB – report from Robin: [None that need be reviewed](#).
(Any emails this month from listeners that we need to discuss and/or respond to?)
- 2:40 10. LSB meeting (May) – Report from MaryAnn: [Done](#)
- 2:50 11. Grassroots House – update/report (if any) from MaryAnn: [Done](#)
- 2:55 12. Items added to agenda (if not covered elsewhere)
A. Giving notice of upcoming CAB meetings by phone (Karen)
B.
C.
- 2:58 13. Announcements (reminder: next meeting **June 23...not June 30**)
- 3:00 14. Adjourn