

Dennise: I tried for 2 days to call you, but to no avail. We went ahead with the meeting. Note that the next one will be on March 17 at 5:30 P.M.

Minutes of the KTJO
Board of Governors Meeting

Herman Van Arsdale

March 5, 1981

The Ottawa University's Broadcasting Association Board of Governors met in the KTJO lounge at 6:00 Thursday, March 5, 1981. Those present were Steve Tybor, Bob Hieronymus, Doug Hubbard, Tanzy Moore and Herman Van Arsdale. It is very probable that Dennise Oswalt didn't get the word about the meeting, and Max Fridell was out of town. It was decided to go ahead with the meeting anyway.

The first part of the discussion was concerning the constitution and rules of the organization. It seems that we cannot find the latest edition of the handbook. Herman Van Arsdale had a pink copy he had secured from Dr. Bemmels. This copy was put together back in 1961. The Board seemed to agree that there was a later addition. We'll continue to look for this.

The next item was a discussion about the responsibility of the Board of Governors and the management of the station. After some discussion it was determined that the Board of Governors was the policy board of the station and the elected and appointed persons, such as the station manager, etc. had the responsibility of administration. We defined this a little bit more fully by saying that any decisions that would affect the station over the long range would be those considered to be policy and would be brought before the Board of Governors. The station management would have the responsibility of the day-to-day running of the station.

In keeping with the above discussion we talked about the sale of records. This was determined to be a decision that would be made by the Board of Governors. It was further determined that we would sell records, but that we were ask Gary Bateman and people he might designate to help us select the records that should be kept before we sell the rest of them. There was a question about the legality of selling demonstration records. This will be looked into. The records will be gone over during spring break and the sale set up for sometime very shortly thereafter.

The next item was that concerning salaries for management personnel. Van Arsdale asked about the salaries and what was paid. To best of knowledge, the following was the list.

Station Manager	\$200
Program Director	\$100
Chief Announcer	\$ 75
Sunspot Director	\$100
Librarian	\$ 50

Van Arsdale asked that we hold the paying of these salaries until he could confèr about University policy with Dr. Sandstrom and Dr. Shumway.

The next item was concerning the meeting time of the Board of Governors. It was decided that we would meet the first Monday of each month, however since there were only a couple of such meetings left between now and the end of the school year, we decided to meet next on March 17 at 5:30 p.m. in the KTJO lounge.

The method of selecting station manager for next year was discussed. The personnel on the Board indicated that we should notify the OUBA that many of those who are in leadership positions now will not be involved with KTJO next year. The reason for notifying people of this would be to encourage others, perhaps younger people to apply for the job. The method of notifying the students involved in OUBA was determined to be that we would post a notice in the Union, send a memo to each in the OUBA, and put an article in Campus Life. Van Arsdale will see that this gets done.

We talked about the kind of description we should make for the job and two or three things were brought out:

- 1) The job description from the constitution should be stated.
- 2) The individual should have the job of station manager as the number one priority in his/her extra curricular activity.
- 3) The individual should have previous experience in KJTO.
- 4) The individual should have some managerial ability, i.e. relating well to people and able to organize well.

The final item on the agenda was to discuss briefly some of the things about DJ's responsibility. It was felt there was more to anyone's responsibility than just spinning records, but that each person should have some responsibility for doing other things. These would include:

- 1) Sportscasters - develop a broadcasting team or teams.
- 2) Each DJ would probably be asked to "read" one or two PSAs.
- 3) Some DJ's would be asked to do production work or
- 4) Each one would be required to help clean and keep the station clean.
- 5) Everyone would be encourage to help file records with some specific responsibility given to one or more individuals.
- 6) Some DJ's would be asked to help gather news and help the news director.
- 7) Others would be asked to engineer for sports events.