



Open Signal Portland Community Media Center

Board Meeting Agenda January 28, 2021

5:30pm - 7:30pm

Meet via [Zoom Conference](#)

- 1. 5:30 - 5:40 Welcome and Grounding Exercise** – Karim Hassanein
- 2. 5:40 - 5:50 Oregon Cultural Trust Presentation** – Aili Schreiner, Trust Manager | *Report Topic*
- 3. 5:50 - 6:00 Review and Approve: Financial Statements for Quarter Ended 12/31/2020** – Leslie Yan | *Action Item*
- 4. 6:00 - 6:05 Approve: Unitus Credit Cards for staff** – Leslie Yan | *Action Item*
 - Noah Dorsey - Facility Manager
 - Jim Bruce - Director of Information System
 - Jamie Plakos - Director of Media Services
- 5. 6:05 - 6:10 Approve: Leslie Yan as the proxy manager of Unitus Credit Account**– Leslie Yan | *Action Item*
- 6. 6:10 - 6:15 Approve Consent Agenda: November Board Meeting Minutes** – Karim Hassanein, Board | *Action Item*
- 7. 6:15 - 6:40 Board Meeting Discussion: Schedule and Purpose** – Andrew DeVigal | *Action Item* •
 - Discuss frequency and day of week
 - Discuss purpose and what we want to get out of these meetings
- 8. 6:40 - 7:00 Development Update: 2020 Highlights** – Rebecca Burrell | *Report Topic 9.*
- 7:00 - 7:10 Governance Committee Update** – Andrew DeVigal | *Report Topic*
- 10. 7:10 - 7:20 Succession Planning Team Update** – Karim Hassanein & Elisa Barrios | *Report Topic 11.*
- 7:20 - 7:30 Community Comment** – Karim Hassanein | *Report Topic*

----- Adjourn -----

Supporting Materials:

1. November Board Meeting Minutes
2. Financial Statements for Quarter Ended 12/31/2020
3. Development Report
4. Leadership Team Updates
5. Oregon Cultural Trust Presentation

Open Signal Board Meeting Minutes

Date: 11/19/20

Meeting Lead: Karim Hassenian, Chair

In Attendance:

Board: Karim Hassenian, Tyesha Snow, Andrew DeVigal, Fiona McCann, Evelyn Liu, Dawn Smallman

Staff: Leslie Yan, Elisa Barrios, Justen Harn, Rebecca Burrell, Gloria Pitkin, Devin Febbroriello, Jamie Plakos, Jim Bruce