Meeting Minutes  
*December 1st 2015 - 6:30pm*

I. **Call Meeting to Order:**  
6:34 PM

II. **Roll Call:**

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Present</th>
<th>Tardy</th>
<th>Absent</th>
<th>Excused</th>
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<tbody>
<tr>
<td>Executive Chair:</td>
<td>Matthew Groulx</td>
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<td>Vice Chair:</td>
<td>Emily Charman</td>
<td>X</td>
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<td>Secretary:</td>
<td>Rose Hart</td>
<td>X</td>
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<td>Member at Large:</td>
<td>Ericka Reff</td>
<td>X</td>
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<td>Business Manager:</td>
<td>Alohi Kapoi</td>
<td>X</td>
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<td>Engineer:</td>
<td>Kyle Douglas</td>
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<td>VVP General Manager:</td>
<td>Goody Cacal</td>
<td>X</td>
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<td>URH General Manager:</td>
<td>Brenda Burch</td>
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<td>Advisors:</td>
<td>Shara Mahoe</td>
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<td>Jake Galves</td>
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Establish Quorum - yes

III. **Review and Approval of Minutes**  
Motion: Emily Charman  
Second: Erika Reff  
Yes: 5  
No: 0

IV. **Unfinished Business**

IV.I. **Charter and Bylaws Amendments Hearing**  
Discussion: Hearing was open to students and provided to be a good time to communicate with the board. There will be a special meeting for this.

IV.II. **Policies and Procedures**  
Discussion: There is one week to look over and approve URH and VVP policies and procedures.

Motion passes to approve URH and VVP policies and procedures as they are proposed

Motion: Erika Reff  
Second: Alohi  
Yes: 5  
No: 0

IV.III. **BOMB Member Recruitment for Spring**  
Discussion: No applications have been turned in and will be accepting until January
V. New Business

V.I. Budget Review/Changes
Discussion: This document is available on the drive but the main concern is allocated travel funds. One possibility is to redistribute money back into the groups (~$5677); $2,000 can go into each group (VVP and URH) and the difference will go into B.O.M.B. Another option is to $1,000 from travel can be moved to BOMB’s other supplies, $1000 to URH, and $1000 to VVP. Remaining money can stay for travel.

Motion to move $1,000 from travel to VVP, URH and BOMB

Motion: Emily Second: Erika Yes:5 No:0

VI. Committee Reports

VI.I. Feedback Survey
The feedback survey will completed on Thursday

VII. Officer Reports

Executive Chair
Would like to have a special meeting for amendments with all official minutes. Voting members will meet next Tuesday 2-3 to approve amendments and bylaws.

Vice Chair
Mahalo for being a part of B.O.M.B.

Secretary
Feedback survey done by this Thursday

Business Manager
No announcements

Member at Large
Will be performing at the holiday card event

URH General Manager

VVP General Manager (??)
Found issues in audio processor and has been doing fine-tuning. There was an update for some software and did that. A draft for a production course to better address broadcast issues will begin. There have been talk show suggestions and
the main suggestion is having a timer for talk breaks to ensure promptness of the shows. The program director is still working adding the emergency widget for production. Asked members of URH what should be changed about the program and would like to know from B.O.M.B. what would like to be changed.

**BOMB Engineer**

Found issues in audio processor and has been doing fine-tuning. Also found an update for some software and did that. Will be starting a draft for a production course to better address broadcast issues. There have been talk show suggestions and the main suggestion is having a timer for talk breaks to ensure promptness of the shows. Program director is still working adding the emergency widget for production. Asked members of URH what should be changed about the program and would like to know from B.O.M.B. what would like to be changed. There are some potential adjustments to position descriptions, need to update information about being on FM, and do not need to display minutes on the website. Would like to get more materials to help DJs monitor their levels and improve overall quality. Would also like to see if program can afford a trafficking program. Michael Moore applied to be a DJ but did not follow FCC law by using recorded news bits; there needs to be written permission from original broadcaster to use other recorded material. Moore is filing accusations towards the program. Concerned about avoiding a lawsuit against the university.

Motion made to move to a closed meeting
Motion: Emily Second: Erika Yes: 5 No:0

Motion made to open meeting to open session
Motion: Emily Second: Erika Yes: 5 No:0

**Advisor – Jake**

No reports

**Advisor – Shara**

Mahalo to all letting her be a part of B.O.M.B. and advise everyone. Looking forward to a lot of collaboration in the future.

**VIII. Announcements**

Reminder: Spring 2016 Orientation Fair Campus Center Plaza Jan. 8th 1:45-2:45pm
Next Meeting in January
Mahalo Emily and Congratulations on Graduation!
Mahalo Shara for supporting us, and good luck in your new position!

**IX. Adjournment**

7:16 PM