WBAI Treasurer's Report
November 11, 2026

The WBAI local Finance Committee met on October 21, 2026. The National Finance Committee (NFC) did *not* meet on November 10, 2026. The local Finance Committee meeting was held by teleconference.

The General Manager did not come to the October 21, 2026, local Finance Committee meeting. This was the 14th local Finance Committee meeting in a row that the General Manager has not attended.

This local Finance Committee meeting was not streamed. Pacifica's IT Development Director Otis Maclay told the committee that the company that connects his server to other servers had taken down thousands of servers and that the KPFTX.ORG server had not yet been restored. He said that the meeting would be recorded and the audio would be posted at some point. This hasn't happened yet.

After I gave an oral Treasurer's Report the committee discussed the new accounting software, *Intuit Enterprise,* that Pacifica is using.

The committee discussed my removal from the October 13, 2026, NFC meeting by the NFC Chair after he'd said that I didn't have to be part of the meeting.

The committee discussed the point that I'd previously raised about the on-air fund raisers not raising enough revenue to meet all of the station's expenses. Also discussed was the insufficiency of the financial information about WBAI and Pacifica.

The November 10, 2026, NFC meeting was cancelled. On the KPFTX.ORG calendar it says, "Rescheduled to November 17," and for that date it says, "Posted this date to resolve availabilities." The cancellation of the November 10, meeting and notice of the November 17, meeting were both posted on November 2. There was no E-mail notification regarding those meetings.

So we have not gotten any answers to the questions about the details of the finances of WBAI and Pacifica this month. Things seem to be pretty much as they were a month ago. I have not gotten any notice that any FY27 budgets have been passed yet. The Executive Director had told the NFC that the National Office would be issuing monthly Income Statements starting in December. It would be good if that happened.

I remain pessimistic about the future of WBAI and Pacifica.

I am attaching the "ED Report for PNB 11 05 26 Meeting SHAREABLE PDF-1.pdf" that was sent to the NFC yesterday by the 2025, Treasurer of the KPFA LSB.

The next NFC meeting is scheduled for Tuesday November 17, 2026, at 8:30 PM (ET). The next WBAI local Finance Committee meeting is scheduled for Wednesday, November 18, 2026, at 7:00 PM (ET). These meetings will be held by teleconference.

R. Paul Martin
WBAI LSB Treasurer

APPENDIX

PACIFICA NATIONAL NEWS MIDTERM ELECTION COVERAGE – NOVEMBER 3, 2026

Pacifica coordinated an extensive live election night broadcast on November 3, beginning at 5:00 PM ET and continuing through 3:00 AM ET, with provisions to extend coverage if breaking news warranted.

The broadcast brought together programming and reporting resources from across Pacifica's five stations, Democracy Now!, and our national affiliate network.

The evening was organized into three major segments:

- 5:00 PM – 8:00 PM ET: WBAI/WPFW Co-Hosted Coverage. Anchored by Jenna Flanagan (WBAI) and Julianne Malveaux (WPFW), the opening segment featured hourly news updates, live reports from affiliate reporters around the country, and commentary examining the issues at stake in the election.
- 8:00 PM – Midnight ET: Democracy Now! Amy Goodman and the Democracy Now! team provided national election coverage, reporting, and analysis.
- Midnight – 3:00 AM ET: KPFA-Hosted Coverage. KPFA took over the overnight broadcast, continuing live field reports, election updates, and commentary through the early morning hours.

One of the most important aspects of this broadcast was the participation of reporters from Pacifica's affiliate stations and independent community radio partners across the country. Rather than relying exclusively on national news feeds, we incorporated voices reporting directly from their own communities, providing local perspectives and on-the-ground accounts of election developments.

Participating affiliate reporters included:

- Madison, Wisconsin: Norm Stockwell – Progressive Magazine
- Columbus, Ohio: Evan Davis – WCRS
- Austin, Texas: Jim Ellinger – Austin Airwaves
- Atlanta, Georgia: Ayo Tolson – WRFG
- Des Moines, Iowa: Laura Belin – Bleeding Heartland
- Anchorage, Alaska: Riza Smith – MarchAgainst.org
- Asheville, North Carolina: Davyne Dial – WPVM
- East Orland, Maine: Amy Brown – WERU

These reporters contributed live field reports throughout the evening and overnight broadcasts, giving listeners perspectives from multiple regions of the country. The programming also included guests and commentators addressing key election issues, including the economy, democracy, and immigration. The coverage was distributed through Audioport.org, making the broadcast available to Pacifica stations and affiliates without interruption while allowing local stations opportunities for identification, announcements, and local reports.

This was a substantial collaborative undertaking, and we want to recognize everyone who contributed, including our anchors, reporters, affiliate partners, producers, engineers, programmers, and technical staff. The coordination required to organize continuous national coverage across multiple time zones, stations, and independent reporting partners was significant.

This national election night coverage would not have been possible without the extraordinary expertise, teamwork, dedication, and commitment of so many talented individuals across the Pacifica network. I want to extend my sincere appreciation to **Bob Hennelly and Ursula Rudenberg** for their leadership in coordinating the Pacifica National News team, and to **Sue Goodwin, Noah Portner, Lauren Schmitt, Jeannie Hopper, Keziah Glow, Katea Stitt, Jon Almeleh, and Otis Maclay** for their invaluable contributions.

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Their professionalism, collaboration, and tireless efforts made this ambitious national broadcast possible. I am deeply grateful to each of them, as well as to our affiliate reporters and everyone who worked behind the scenes to bring this important coverage to our listeners. This was truly a network-wide team effort and an excellent example of what Pacifica can accomplish when we work together.

This broadcast demonstrated the tremendous, untapped value of Pacifica's national affiliate network. We have more than 200 affiliates, many with deep roots in their local communities and access to stories and perspectives that national commercial media may overlook. Incorporating these reporters into coordinated national programming is an opportunity we should continue to develop.

As we look forward to 2027, we need to build on this model with more coordinated national special programming, shared reporting resources, and greater participation from our affiliates. This is one way we can strengthen Pacifica's national identity, expand our audience, increase our relevance, and make better use of the extraordinary resources already within our network.

You can access the broadcast by visiting the Archives section of your local station's website or through the station's mobile app.

2026 PACIFICA FOUNDATION NATIONAL ELECTIONS – CERTIFIED RESULTS AND SUMMARY

The Pacifica Foundation's 2026 national elections have concluded, and the certified results have been released following the completion of the ElectionBuddy verification process. This election represents an important milestone for the Foundation, establishing leadership and representative positions for the Pacifica National Board (PNB) and all five Local Station Boards (LSBs) as the organization prepares for 2027.

The election involved extensive coordination of voter eligibility, candidate nominations, communications, ballot distribution, election administration, and certification across the national organization and five stations. According to the detailed election results, **3,087 ballots were submitted out of 18,356 eligible voters, representing approximately 17% participation.**

The following is a summary of the election results, including the elected officers and representatives, vote totals, and participation figures.

Pacifica National Board Election Results

PNB Officers
Chair
- Susan Young (KPFT) – 1,702 votes (57.25%) – Elected
- Julianne Malveaux – 1,271 votes (42.75%)

Vice Chair
- Minerva Sanders (WPFW) – 1,990 votes (69.10%) – Elected
- Perri McCary – 890 votes (30.90%)

Secretary
- Akio Tanaka (KPFA) – 2,407 votes (100%) – Elected

Treasurer
- Fred Dodsworth (KPFA) – 2,369 votes (100%) – Elected

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PNB Staff and Volunteer Representatives

Candidate	Votes	Percentage
Egberto Willies (KPFT)	76	53.90%
Ninel Centeno (KPFK)	65	46.10%

Both Egberto Willies and Ninel Centeno are identified as PNB staff/volunteer representatives on the 2027 officers roster.

PNB Station Listener Representatives

Station	Elected Representative	Votes	Percentage
KPFA	Zack Kaldveer	1,075	100%
KPFK	Jan Goodman	372	79.66%
KPFT	Teresa Allen	322	100%

Local Station Board Election Results

KPFA – Berkeley

Position	Elected Candidate	Votes	Percentage
Chair	Carol Wolfley	1,080	100%
Vice Chair	Michael Cheng	1,082	100%
Secretary	Candice Schott	1,067	100%
Outreach Coordinator	Colleen Mast	909	77.96%
Membership/Fundraising Coordinator	Esther Green	1,074	100%
Staff/Volunteer Representative	Darlene Pagano	25	52.08%
Staff/Volunteer Representative	Brandi Howell	23	47.92%

KPFA's election included a contested race for Outreach Coordinator, with Colleen Mast receiving 77.96% of the vote over Stan Woods, who received 22.04%.

KPFK – Los Angeles

Position	Elected Candidate	Votes	Percentage
Chair	Tatanka Bricca	347	72.59%
Vice Chair	Lee Thorpe	315	66.32%
Secretary	Sophia Wallace	360	75.63%
Outreach Coordinator	Steven Meeks	329	68.40%
Membership/Fundraising Coordinator	Chipasha Kanya Luchembe	349	73.47%
Staff/Volunteer Representative	Mansoor "Buzz" Sabbagh	20.07	53.22%
Staff/Volunteer Representative	Canek Huerta-Martinez	17.64	46.78%

KPFK had several contested leadership positions. Tatanka Bricca was elected Chair with 72.59% of the vote, Lee Thorpe was elected Vice Chair with 66.32%, and Sophia Wallace was elected Secretary with 75.63%. Steven Meeks was elected Outreach Coordinator with 68.40%, and Chipasha Kanya Luchembe was elected Membership/Fundraising Coordinator with 73.47%.

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KPFT – Houston

Position	Elected Candidate	Votes	Percentage
Chair	Ron Stubbers	313	100%
Vice Chair	Lynden Foley	312	100%
Secretary	Richard Corl	312	100%
Outreach Coordinator	Debbie Smith	320	100%
Membership/Fundraising Coordinator	Robin Lewis	326	100%
Staff/Volunteer Representative	Ricardo Henriquez	30	56.60%
Staff/Volunteer Representative	Girasol "Bleu" Villatoro	23	43.40%

KPFT's leadership positions were uncontested, with each officer receiving 100% of the votes cast in their respective races.

WBAI – New York

Position	Elected Candidate	Votes	Percentage
Chair	Michael D. White	147	59.04%
Vice Chair	Denise Joyce	123	51.25%
Secretary	M. Kay Williams	210	100%
Outreach Coordinator	John Brinkley	152	62.81%
Membership/Fundraising Coordinator	Jack DePalma	162	66.12%
Staff/Volunteer Representative	Max Schmid	14.41	54.01%
Staff/Volunteer Representative	R. Paul Martin	12.27	45.99%

WBAI had several contested races, including a particularly close Vice Chair election. Denise Joyce received 51.25% of the vote compared with Eleanor Forman's 48.75%. Michael D. White was elected Chair with 59.04%, John Brinkley was elected Outreach Coordinator with 62.81%, and Jack DePalma was elected Membership/Fundraising Coordinator with 66.12%.

WPFW – Washington, DC

Position	Elected Candidate	Votes	Percentage
Chair	Herbert Smith	401	100%
Vice Chair	Michelle Thomas	439	100%
Secretary	Jawara Hunter	427	100%
Staff/Volunteer Representative	Ronald Pinchback	32	100%

The reported WPFW races were uncontested, with each candidate receiving 100% of the votes cast for their respective positions.

Election Participation and Quorum

The National Election Supervisor reported the following final quorum participation percentages for the listener and staff/volunteer elections.

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Listener Quorum

Election Body/Station	Participation
PNB	15.87%
KPFA	15.29%
KPFK	16.40%
KPFT	15.91%
WBAI	18.25%
WPFW	15.76%

Listener participation ranged from 15.29% at KPFA to 18.25% at WBAI. WBAI recorded the highest listener participation rate, followed by KPFK at 16.40%. The national listener participation figure was 15.87%.

Staff and Volunteer Quorum

Election Body/Station	Participation
PNB	40.90%
KPFA	35.42%
KPFK	58.14%
KPFT	30.58%
WBAI	64.41%
WPFW	30.48%

Staff and volunteer participation was substantially higher than listener participation across the network. WBAI recorded the highest staff/volunteer participation at 64.41%, followed by KPFK at 58.14%. National staff/volunteer participation was 40.90%.

These figures provide a valuable baseline for evaluating participation and identifying opportunities to strengthen voter engagement in future elections.

National Election Supervisor's Report

The National Election Supervisor (NES) is finalizing the comprehensive report on the 2026 election process. The report will be released shortly and will provide additional information regarding election administration, procedures, voter participation, and other relevant findings. The report will be made available for review once completed.

Looking Ahead to 2027 – Strengthening Board Governance and Participation

With the completion of the 2026 elections, the Foundation will begin preparing for the next governance cycle and developing initiatives to strengthen the effectiveness of the Pacifica National Board and Local Station Boards.

A major focus for 2027 will be improving LSB orientation and training, strengthening volunteer recruitment and retention, increasing community outreach, and encouraging greater participation in station governance.

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The Foundation will develop a more structured approach to helping LSB members understand their responsibilities, conduct effective board business, support station fundraising, and engage more actively with their communities.

This will include developing training materials and resources to support incoming and returning board members, as well as encouraging greater collaboration between station management, Local Station Boards, and the National Office.

The 2026 election participation figures also demonstrate the importance of beginning voter engagement efforts well in advance of future elections. Improving communications, maintaining accurate membership records, encouraging volunteer participation, and strengthening community relationships will be important components of these efforts.

Acknowledgment
We congratulate all newly elected PNB and LSB officers and representatives and thank everyone who participated in the election process.

Conducting a national election across five stations requires substantial coordination, communication, and administrative work. We appreciate the efforts of the National Election Supervisor, ElectionBuddy, station personnel, volunteers, candidates, and everyone who contributed to completing this election cycle.

As we move into 2027, I look forward to working with the newly elected leadership to strengthen governance, improve organizational collaboration, and advance Pacifica's mission of independent, community-supported radio.

2027 INITIATIVE: LOCAL STATION BOARD TRAINING AND DEVELOPMENT

As part of the Foundation's broader 2027 initiative to strengthen governance, community engagement and station sustainability, I am developing a standardized Local Station Board (LSB) Training and Orientation Program that will be made available to all five Pacifica stations.

The objective is to provide LSB members with a clearer understanding of their roles and responsibilities, the Foundation's governance structure, effective board practices, and the important role they can play in supporting the success and sustainability of their local stations.

A PowerPoint training presentation is being developed as the foundation of this program. The presentation addresses several key areas, including:

- **Governance and Responsibilities:** Understanding the role of the LSB within Pacifica's governance structure, fiduciary responsibilities, ethical obligations, and the distinction between board governance and day-to-day station management.

- **Effective Board Operations:** Establishing productive meeting practices, understanding parliamentary procedures, maintaining transparency, developing effective committee structures, and ensuring accountability and follow-through.

- **Community Engagement:** Encouraging LSB members to become active community ambassadors, build relationships with local organizations, and identify opportunities to expand station visibility and participation.

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- **Volunteer Recruitment and Retention:** Developing year-round volunteer recruitment strategies, establishing community and university partnerships, and creating opportunities to engage and retain volunteers.

- **Fundraising and Membership Development:** Identifying ways LSB members can support membership campaigns, donor cultivation, community fundraising events, underwriting opportunities and other station development initiatives.

- **Leadership and Accountability:** Establishing measurable objectives, encouraging active participation, and developing practical 90-day action plans for individual board members and committees.

The training will also incorporate practical scenarios and group discussions to help members understand how to address common governance and operational situations appropriately.

Before the program is implemented, the presentation will be reviewed against Pacifica's current bylaws, LSB rules and applicable organizational policies to ensure that the information accurately reflects the authority and responsibilities of the respective boards.

Note from the ED re: Direct Engagement with Local Station Boards
I am both open and eager to meet with all five Local Station Boards to conduct these training sessions in person or virtually. I believe it is important that LSB members have an opportunity to get to know me, understand my role as Executive Director, and recognize that I am accessible and available as a resource to them and their respective stations.

I want to establish an open and constructive working relationship with each LSB and encourage members to communicate with me, share their ideas and concerns, and bring forward opportunities for improving their stations. My intention is to be supportive and collaborative, and to help identify ways the National Office can assist each station in addressing challenges and achieving its goals.

I also want to make clear that the National Office is not removed from the day-to-day realities of our stations and their communities. We are here to support them, and I welcome the opportunity to work directly with LSB members to strengthen their stations and the Foundation as a whole.

Before the program is implemented, the presentation will be reviewed against Pacifica's current bylaws, LSB rules and applicable organizational policies to ensure that the information accurately reflects the authority and responsibilities of the respective boards.

The longer-term goal is to establish a consistent orientation program across all five stations while allowing for station-specific discussions and needs. I also anticipate developing a companion LSB Member Handbook that can serve as an ongoing reference for current and incoming board members. This initiative is intended to move beyond simply educating board members about their responsibilities. It is an opportunity to establish more engaged, informed and productive Local Station Boards that actively contribute to volunteer participation, community relationships, fundraising, membership growth and the long-term strength of the Pacifica Foundation.

CRM AND MEMBERSHIP MANAGEMENT SYSTEM RESEARCH

The Foundation is researching options for consolidating membership and donor-management operations across Pacifica's five stations. Over time, the stations have moved away from a shared

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membership system and adopted different platforms, resulting in fragmented donor records and inconsistent reporting.

The goal is to eventually establish one centralized national donor database while maintaining individual station-level membership management and reporting. This would allow Pacifica to better track donors who contribute to multiple stations, improve donor retention, grow sustaining memberships, coordinate fundraising efforts, and identify opportunities for major-gift development.

Twelve CRM platforms have been identified for evaluation, including Allegiance/AGP, ROI Solutions, MemSys, Andar Enterprise, Salesforce, Blackbaud Raiser's Edge NXT, Tessitura, Virtuous, Neon CRM, Bloomerang, DonorPerfect, and Little Green Light.

The systems range from specialized public radio fundraising platforms to comprehensive nonprofit development databases and more affordable membership-management applications. Preliminary monthly cost estimates range from approximately $150 to $5,000 per user/location license, with implementation costs potentially ranging from $5,000 more than $150,000, depending on the platform and the complexity of implementation. Actual costs are being confirmed directly with each vendor.

Vendor demonstrations have been scheduled to evaluate functionality, pricing, data migration, and the ability to support all five stations within one system. Particular attention will be given to pledge-drive management, recurring donations, donor histories, station-level reporting, and national fundraising capabilities. All prospective systems will also be evaluated for compatibility with Pacifica's current accounting platform, Intuit Enterprise Suite.

Preliminary cost estimates are provided for comparison purposes only. Actual pricing will depend on the number of records, users, implementation requirements, integrations, and vendor agreements.

CRM Systems and Preliminary Cost Estimates

CRM Platform	Primary Considerations	Estimated Monthly Cost per User	Estimated Implementation
1. Allegiance / AGP	Designed specifically for public radio; pledge drives, memberships, donor management, and fundraising reporting. Three Pacifica stations are already using this system.	$1,000–$5,000+	$125,000+
2. ROI Solutions	Public media experience; donor management, sustainers, fundraising campaigns, and reporting.	$1,000–$5,000+	$100,000+
3. MemSys	Public broadcasting membership platform. Pacifica previously used this system; reasons for discontinuation are being investigated.	$300–$1,500+	$65,000+
4. Andar Enterprise	Nonprofit fundraising, memberships, annual giving, and major donor management.	$1,500–$2,500+	65,000+
5. Salesforce Nonprofit Cloud	Highly customizable, strong reporting, automation, donor management, and integration capabilities.	$700–$4,500+	$150,000+
			Cont…

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CRM Platform	Primary Considerations	Estimated Monthly Cost per User	Estimated Implementation
6. Blackbaud Raiser's Edge NXT	Sophisticated donor management, major gifts, planned giving, and fundraising analytics.	$2,000–$5,000+	$115,000+
7. Tessitura	Integrated fundraising, membership, marketing, and constituent management. Primarily designed for arts and cultural organizations.	$1,000–$5,000+	$100,000+
8. Virtuous	Relationship-based fundraising, donor cultivation, automated communications, and major gifts. Has multiple limitations for a large, multi-station organization.	$950–$3,000+	$30,000+
9. Neon CRM	Donor and membership management, recurring giving, events, and volunteer tracking. Has multiple limitations for a large, multi-station organization.	$200–$800+	$15,000+
10. Bloomerang	Strong donor retention tools, recurring giving, membership management, and reporting. May not be able to handle Public radio pledge-drive capabilities.	$225–$500+	$10,000+
11. DonorPerfect	Established nonprofit platform for donor records, gift processing, memberships, and fundraising campaigns. Has multiple limitations for a large, multi-station organization.	$200–$500+	$10,000+
12. Little Green Light	Affordable donor and membership management with unlimited users. Has multiple limitations for a large, multi-station organization.	$150–$360+	$10,000+

All costs are preliminary planning estimates, not vendor quotations. Published entry-level pricing may differ from the estimated cost of a full Pacifica implementation.

At this time, **Pacifica does not have the financial resources to implement a new CRM system.** This research is intended to identify available options, understand potential costs, and prepare the Foundation for a future transition when financially feasible.

The ED and Pacifica staff will oversee the vendor evaluation and determine which system best meets Pacifica's operational requirements and financial capabilities. This is an operational and administrative decision; the research is being shared with the PNB for informational purposes.

A centralized membership and donor-management system represents an important long-term opportunity to strengthen fundraising coordination, improve donor relationships, and support the financial sustainability of all five stations.

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AUDIT, TAX & REGULATORY COMPLIANCE

The Foundation's audit process remains underway. The Executive Director and National Business Manager continue to work with the auditors to address remaining items and move the **FY2022/FY2023 and FY2024/FY2025 audits** toward completion. While the audits have not yet been completed, significant progress has been made in gathering and providing the financial information and documentation required by the auditors.

The California Attorney General's Office has agreed to update its online registry to reflect Pacifica Foundation's status as **Active**. The Foundation has provided the completed Form 990 filings requested by the Attorney General's Office, and we are awaiting the corresponding update to the state's online registry and written confirmation of the Foundation's active status.

FCC REQUEST FOR EXTENSION OF NONCOMMERCIAL FM TRANSLATOR FILING WINDOW

On November 2, 2026, Pacifica Foundation joined seven other national broadcasting and community media organizations in submitting a formal request to the Federal Communications Commission (FCC) seeking an extension of the upcoming Noncommercial Educational (NCE) FM Translator filing window, originally scheduled for November 4-17, 2026.

The request was submitted in recognition of the extraordinary demand from noncommercial broadcasters seeking opportunities to expand their coverage through FM translators, coupled with the limited availability of technical consultants capable of assisting prospective applicants within the current filing period.

The organizations reported that more than 100 stations had sought assistance following an unexpectedly high response to an FM translator informational webinar, with 130 registrations received in less than one week. The letter also highlighted a backlog of more than 25 years of demand for translator opportunities and the lack of an FCC-provided online tool to help prospective applicants identify available channels. As a result, many stations are having trouble obtaining the technical assistance necessary to prepare viable applications.

The joint request proposed either postponing the filing window to November 30–December 11, 2026, or, alternatively, extending the existing window by one week, through November 25, 2026. The additional time would allow technical consultants to assist more applicants, improve application quality, reduce unnecessary administrative burdens on FCC staff, and provide community broadcasters with a fairer opportunity to participate. NOTE: The letter represents a formal request to the FCC; an extension has not yet been confirmed. *(Letter attached)*

Pacifica's participation in this joint effort reflects our ongoing commitment to protecting and expanding opportunities for noncommercial community broadcasting, including our affiliate network and independent community radio stations. Access to additional FM translator opportunities is particularly important to smaller broadcasters that rely on these facilities to extend their reach and improve service to underserved communities.

By joining this request, Pacifica is also helping ensure that the interests and operational realities of community-based broadcasters are represented in discussions with federal regulators.
The letter was submitted on behalf of eight organizations, with Pacifica Foundation represented by Executive Director Stephanie Wells and Pacifica Network represented by Affiliates Director Ursula Ruedenberg.

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WEBSITE ACCESSIBILITY AND ADA COMPLIANCE

Pacifica is aware of concerns raised by listeners regarding difficulties accessing and navigating our websites, particularly those who rely on screen readers and other assistive technologies. We take these concerns seriously and will evaluate all Pacifica websites to identify accessibility barriers and determine the improvements needed to meet applicable ADA requirements and recognized web accessibility standards.

This will be a significant undertaking involving both technical resources and funding. Given Pacifica's current financial constraints and the number of websites and systems involved, we will need to approach this as a phased project, prioritizing the most significant accessibility barriers and identifying opportunities to address common issues across the network. We will also explore available free assessment tools and cost-effective technical solutions before committing to larger expenditures.

Volunteer Assistance Requested: Pacifica welcomes volunteers with experience in website development, digital accessibility, screen-reader technology, and ADA/WCAG compliance. If you have the technical expertise to help evaluate our websites, identify accessibility barriers, or recommend cost-effective solutions, we would greatly appreciate your assistance. Please contact Stephanie Wells at ed@pacifica.org to get involved.

Our goal is to make Pacifica's digital resources more accessible to everyone while developing a realistic and financially responsible plan for ongoing improvements. Accessibility should be an integral consideration in all future website development and technology decisions.

STANDARD OPERATING PROCEDURES (SOP) MANUAL DEVELOPMENT

The development of Pacifica Foundation’s comprehensive Standard Operating Procedures (SOP) Manual is underway. The objective is to establish a centralized, consistent framework of policies and procedures governing the Foundation’s administrative, financial, human resources, operational, and governance functions across all five stations and the National Office.

The manual is intended to strengthen organizational accountability, ensure consistency in practices across the network, preserve institutional knowledge, and provide staff and management with clear guidance regarding their responsibilities and established procedures.

Work includes consolidating existing policies and procedures, identifying areas where policies are outdated or missing, and developing new SOPs to address operational and compliance needs.

Progress to Date

The following policies, procedures, and organizational frameworks have been developed or drafted as part of this initiative:

- Governance & Board Operations: Governance structure, board operations, and related procedures.
- Financial Management: Financial policies and procedures, budget templates, and financial controls.
- Human Resources & Personnel: Conflict of Interest Policy; Recruitment, Hiring, Background Checks and Onboarding; Personnel Files and Records Management.
- Employee & Labor Relations: Grievance Policy and Programmer Performance Improvement Framework.

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- Records Management: Document Retention and Destruction Policy, tailored to California requirements.
- Development & Fundraising: Gift Acceptance Policy and related fundraising procedures.
- Events & Operations: Event Planning Guide and operational procedures.
- Programming & Content Standards: Framework for programming standards and related operational practices.

Additional policies are being developed to address outstanding organizational needs, including employee evaluations, internal communications, decision-making authority, whistleblower protections, payroll and HRIS procedures, volunteer recruitment and management, required training, and policy approval and version control.

Once completed, the SOP Manual and individual policies will be maintained in the Foundation's shared Google Drive, providing a centralized and accessible resource for organizational leadership. Each completed SOP will also be distributed directly to station management for dissemination to their respective staff, ensuring that employees throughout the network have access to the policies and procedures relevant to their work.

A key component of this initiative is ensuring that policies are applied consistently throughout the Foundation while recognizing the operational and regulatory requirements specific to each station and jurisdiction. The manual will be maintained as a living document, allowing for periodic review, revisions, and additions as organizational needs and regulatory requirements evolve.

The ultimate goal is to move Pacifica toward a more standardized, transparent, and accountable organizational structure, reduce operational inconsistencies, preserve institutional knowledge, and strengthen the Foundation's overall governance, compliance, and risk management.

Centralized Document Management and Accessibility

The completed SOP Manual and individual policies will be maintained in the Foundation's shared Google Drive, establishing a centralized repository for organizational policies, procedures, forms, templates, and other essential administrative documents. The shared drive will provide a centralized, organization-owned location for these materials, rather than having important documents scattered across individual employee accounts or separate station storage systems. It will also allow access to be organized by department, station, and job responsibility, ensuring that confidential information is appropriately restricted while approved organizational resources are accessible throughout the network. Station management will receive access to these resources and will be responsible for sharing applicable policies and procedures with their respective staff. This approach will help ensure that employees throughout the network are working from consistent, current versions of organizational documents.

In conjunction with this effort, we are developing a company-wide Document Retention and Accessibility Policy to establish consistent standards for how organizational records are created, stored, organized, retained, accessed, and ultimately disposed of. The goal is to improve document security, ensure appropriate access for authorized personnel, reduce duplication and the loss of institutional records, and make important organizational information readily accessible when needed.

Additional information, guidance, and staff training on the shared Google Drive, document organization, naming conventions, and access procedures will be implemented in early 2027. This will help ensure that station management and employees understand how to use the system and follow consistent document management practices. These measures will help create a more organized, transparent, secure, and efficient document management system across the entire Foundation.

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November 2, 2026

Marlene H. Dortch, Secretary
Federal Communications Commission
Office of the Secretary
45 L Street NE
Washington, DC 20554

By First Class Mail

Re: Request for Extension of NCE FM Filing Window

Please see attached request seeking to extend the Commission's Non-Commercial, Educational FM Translator filing window currently scheduled for November 4-17, 2026, submitted on behalf of the following organizations:

Christian Community Broadcasters, Common Frequency, Community Media Assistance Project, Media Alliance, Native Public Media, Pacifica Radio Foundation, Prometheus Radio Project,, and REC Networks.

Respectfully submitted,

Alan Korn
Attorney at Law

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Christian Community Broadcasters
Common Frequency
Community Media Assistance Project
Media Alliance
Native Public Media
Pacifica Radio Foundation
Prometheus Radio Project
REC Networks

November 2, 2026

Brendan Carr, Chairman
Anna Gomez, Commissioner
Olivia Trusty, Commissioner
Albert Shuldiner, Chief, Audio Division
James Bradshaw, Senior Deputy Chief, Audio Division
Alexander Sanjenis, Chief, Media Bureau
Lisa Scanlan, Deputy Division Chief, Audio Division
Heather Dixon, Assistant Division Chief, Audio Division
Chris Clark, Assistant Division Chief, Audio Division
Nazifa Sawez, Assistant Division Chief, Audio Division
Rodolfo Bonacci, Assistant Division Chief, Audio Division
Robert Gates, Electronic Engineer, Audio Division
Thomas Nessinger, Senior Counsel, Audio Division
Bambi Kraus, Chief, Office of Native Affairs
Amy Van de Kerckhove, Staff, Audio Division
Joseph Cohen, Staff, Audio Division
Deena Shetler, Chief of Staff and Legal Advisor, Commissioner Gomez
Edyael Casaperalta, Legal Advisor, Commissioner Gomez
Federal Communications Commission
45 L Street NE
Washington, DC 20554

RE: EXTENSION SOUGHT FOR NONCOMMERCIAL, EDUCATIONAL FM TRANSLATOR FILING WINDOW NOVEMBER 4-17, 2026 DUE TO INORDINATE APPLICANT DEMAND

Dear FCC Commissioners and Staff,

This letter is from eight entities ("Entities") that regularly assist non-commercial, educational ("NCE") college, community, native, and public broadcasters concerning the NCE FM translator filing window set to occur November 4-17. Entities wanted to convey that there are an inordinate number of stations that have been interested in applying but not enough capacity among professionals to assist with applicants. This issue was brought to the attention of the

Audio Division by Common Frequency, Inc via email October 12, 2026, where an unanticipated 130 sign-ups within less than a week for an FM translator webinar unexpectedly brought in roughly 100 stations seeking knowledge on NCE FM filing window participation.

There is an over 25-year backlog of demand to be served within one short window. We are doing our best to accommodate this demand, but broadcast consultants are strained. We have prospective applicants not getting replies from consultants and the FCC for information, which has been contributing to tension while under a time crunch.

Moreover, unlike the AM Revitalization FM translator filing window, there is no FCC web tool for prospective applicants to identify channels. It takes a consultant to identify a channel, or no application is possible. Such deficiency can spur junk applications, which regularly consume copious FCC legal time (e.g., Dismissal Letters, Petitions for Reconsiderations). We anticipate a number of stations that have interest in applying not being able to apply. These circumstances are outside of the control of us and the applicants.

While delaying the window to November 30 - December 11, 2026 would be optimal to handle this backlog,[1] we understand the FCC's reluctance to delay filing windows. We would alternatively ask the FCC to consider meeting with us on a middle ground. **We would welcome a one-week extension to the current window, i.e., a total window November 4-25, 2026.** The window's close would strike prior to Thanksgiving. This extra week would give technical consultants extra time to accommodate some of the applicants currently on waiting lists for service. Opting this would take peak stress off FCC LMS servers, markedly reduce inquiries to FCC staff, and provide for higher quality applications for more efficient post-window processing.

Sincerely,

For Christian Community Broadcasters:
/s/
John Broomall

For Common Frequency, Inc.:
/s/
Todd Urick
President

For Community Media Assistance Project:
/s/
Betty McArdle
Executive Director

[1] The 2023 LPFM filing window was delayed twice to December 6–13, 2023, then extended to December 15, 2023, on similar grounds where circumstances were outside the control of applicants. See Public Notice DA 23-984.

For Media Alliance:
/s/
Tracy Rosenberg
Executive Director

For Native Public Media:
/s/
Loris Taylor
President/CEO

For Prometheus Radio Project:
/s/
Paul Bame

For Pacifica Foundation:
/s/
Stephanie Wells
Executive Director

For Pacifica Network:
/s/
Ursula Ruedenberg
Affiliates Director

For REC Networks:
/S/
Michelle Bradley, CBT
Founder