



From: Broadcasting Board of Governors
Date: October 23, 2013
Subject: **Minutes of the BBG Meeting of October 23, 2013**

The Broadcasting Board of Governors (BBG) met today at BBG Headquarters in Washington, D.C. The meeting was attended by members of the public and was also open for public observation via streaming on the BBG website.

The meeting was attended by the following Board members:

Chairman Jeffrey Shell
Governor Matthew Armstrong
Governor Ryan Crocker
Governor Susan McCue
Governor Michael Meehan
Governor Kenneth Weinstein
Assistant Secretary of State for Public Affairs Douglas Frantz

Other persons in attendance are listed at the end of these minutes.

The agenda of the meeting is set forth in Attachment 1.

The Chairman called the meeting to order and noted that the meeting was being held in compliance with the Government in the Sunshine Act and streamed live over the Internet at the BBG website.

The Chairman welcomed Governor Kenneth Weinstein, who was sworn into office on October 18. At the Chairman's invitation, Governor Weinstein briefly introduced himself.

Chairman Shell also welcomed Assistant Secretary of State for Public Affairs Douglas Frantz, who represented Secretary of State John Kerry at the meeting. Mr. Frantz introduced himself and noted the recent nomination of Richard Stengel as Under Secretary of Public Diplomacy and Public Affairs, who will represent the Secretary of State on the Board following Senate confirmation. He said that both Secretary Kerry and Mr. Stengel recognize the vital importance of United States international broadcasting (USIB).

The Chairman said a few words about the partial government shutdown, which lasted 16 days. He noted that about 40% of the agency's federal workforce was furloughed during the government shutdown on October first. On behalf of the Board, the Chairman expressed deep regrets for the hardships faced by those employees who had to be furloughed or were otherwise affected by these events. He thanked all employees who were involved in the planning for the government shutdown.

Minutes of October 23, 2013 Meeting

and those who remained at work to continue to keep BBG operating, producing and distributing news and information programming for target foreign audience, which the Board determined to be foreign relations activities essential to national security. He also thanked the Office of the Chief Financial Officer for extraordinary efforts in the submission of the agency's budget for Fiscal Year (FY) 2015, the closing out of the FY 2013 budget, and management of the government shutdown, including the processing of related payroll transactions.

On behalf of the Board, Chairman Shell expressed condolences to the families and colleagues of two distinguished employees of the BBG who recently passed away—Jack Payton of the Voice of America (VOA) and Dave Strawman of the International Broadcasting Bureau (IBB). At the Chairman's invitation, VOA Director David Ensor and IBB Director of the Office of Technology, Services and Innovation Andre Mendes separately paid tributes to Mr. Payton and Mr. Strawman, respectively, by describing their major accomplishments.

The Chairman highlighted threats to BBG journalists in recent months: (1) In Iran, VOA and Radio Farda journalists and their families continued to be harassed; specifically, Mr. Arash Sigarchi, an award-winning former activist and political prisoner and a journalist for VOA's Persian Service, was pressured to resign from VOA through the harassment of his parents who were interrogated by Iranian officials; (2) In September, RFE/RL and VOA Azerbaijani broadcasts were targeted by Azerbaijan's ruling political party and state media with spurious complaints of illegal electioneering as attempts to intimidate the independent press and to control coverage of the elections; (3) In Afghanistan, security guards attacked and beat Radio Free Afghanistan reporter Shapoor Saber and VOA reporter Khalil Noorzaie on September 15, when the two of them arrived to cover an election commission event in Herat province; (4) On September 18, Orken Zhoyamergen, an Astana-based correspondent for RFE/RL's Kazakh Service was detained and then released by local police while covering a public protest in front of the prosecutor general's offices; (5) On September 14, Aleh Hruzdzilovich, a veteran Minsk-based correspondent for RFE/RL's Belarus Service, was detained and then released by police while attempting to cover a public vigil to mourn a young man who died in jail under suspicious circumstances; and (6) On September 20, police arrested, interrogated, beat, and then released three journalists in Angola for interviewing a group of anti-government demonstrators, which included Coque Mukuta, a VOA correspondent. Finally, Chairman Shell reported that there was still no word on the whereabouts or well-being of Mr. Bashar Fahmi, a correspondent for Alhurra TV, who disappeared in Syria in August 2012. He asked that anyone with information about Mr. Fahmi to step forward immediately and called for the immediate release of Mr. Fahmi, as well as the other journalists being held incommunicado in Syria.

Chairman Shell noted the presence of five or more governors satisfies the Board's quorum requirement, and that the Board may conduct business based on majority vote, a quorum being present. He further noted that the Board had unanimously approved the use of a consent agenda to streamline Board meetings and expedite the process of adopting routine and non-controversial matters that require Board action by considering items of business as a group and deciding them with a single motion and vote, rather than calling for multiple separate votes. He added that this would allow the Board more time to set strategic directions for the organization. To give an example, he said that today's meeting was supposed to include a VOA overview and a panel

Minutes of October 23, 2013 Meeting

discussion on technology, but due to partial government shutdown, these segments have been postponed until the Board meeting on December 18.

Chairman Shell noted that the use of a consent agenda was one of the recommendations made by the Office of the Inspector General from the January 2013 inspection report. He then described how the consent agenda works, including the requirement of producing briefing materials well in advance of the Board meeting. To that end, the Chairman briefly described each of the seven items on the consent agenda for the Board's consideration.

The Chairman noted, following consultations with other Board members, he had decided to remove two items from the consent agenda to propose some amendments to them. The Chairman proposed that following Board action on the amendments, the two items would be added to the consent agenda for a single vote.

On the resolution to reform the Board's Committee Structure, Chairman Shell proposed the following amendments: (1) the addition of Michael Meehan and Kenneth Weinstein as members; (2) the deletion of the sentence, "Subject to the applicable limitations...review such other issues as may be directed from time to time by the plenary Board;" (3) the renaming from Executive to Advisory Committee; (4) the deletion of the phrase under Purpose of the Terms of Reference, "acting on the Board's behalf when the Board is not convened;" and (5) the deletion of the phrase under Committee Mandate of the Terms of Reference, "may act on behalf of the plenary Board between plenary Board's regular scheduled meetings." The Board voted unanimously to approve the aforementioned amendments.

On the resolution to establish a Special Committee on the creation of a Chief Executive Officer (CEO) of USIB, Chairman Shell clarified that this Committee primarily would procure the services of a search firm in order to identify potential candidates.

On the resolution to establish a Special Committee on the future of shortwave (SW) radio broadcasting, the Chairman proposed an amendment to add Kenneth Weinstein as a member of the SW Committee. The Board voted unanimously to approve this amendment.

Finally, on the resolution to adopt a Board travel policy, the Chairman proposed an amendment to add "and/or staff" after Governor(s) in item five of the policy. The Board voted unanimously to approve this amendment.

Governor Meehan expressed his enthusiastic approval for the establishment of a CEO Committee and the commencement of a search for a suitable candidate for CEO of USIB. He reminded the Governors of the extensive work that had been done since the Board decision in January 2012, including the consideration of the IBB Director's plan to create a CEO under existing legislation as well as the initiatives to pursue legislation to create a CEO led by Governor McCue and now by other Executive and Legislative Branch stakeholders. Governor Crocker acknowledged and thanked Governors McCue and Meehan for their previous involvement in those initiatives associated with the creation of a CEO position.

Minutes of October 23, 2013 Meeting

Following the Governors' comments, Chairman Shell made a motion to adopt the consent agenda. Governor Meehan seconded. The Board voted unanimously to adopt the consent agenda.

The Chairman said that, while the Board would like to do as much of its business in the open, there was a closed meeting this morning in order to approve the appointment of the General Counsel. He announced the Board's approval of Paul Kollmer-Dorsey as BBG General Counsel and noted that a transcript will be published on the BBG website in accordance with the protocol adopted by the Board.

At the Chairman's invitation, IBB Director Dick Lobo updated the Board on activities related to the government shutdown, including the percentage of employees that were furloughed by offices, the internal communications related to the partial shutdown of agency operations, and the coordination with the BBG-sponsored grantees to ensure continuation of core broadcasting activities during the shutdown. In closing, Mr. Lobo announced his plans to retire at the end of November, thanked the staff, in particular IBB Deputy Director Jeff Trimble and IBB Chief of Staff Marie Lennon, for their support throughout his tenure, and submitted for the record a copy of his letter of resignation to the President as set forth in Attachment 9.

Chairman Shell praised Mr. Lobo for his leadership of more than three years. He commented that Mr. Lobo was instrumental in pursuing a number of reforms leading to the search for a CEO of USIB. He stated that the Board would be considering an interim structure with respect to agency leadership until a CEO is in place or when the President appoints a new IBB Director. There followed comments from the Governors thanking Mr. Lobo for his service.

The Chairman invited members of the public in attendance at the meeting to address the Board. The following members of the public addressed the Board at the meeting:

- Ann Noonan, Executive Director of Committee for U.S. International Broadcasting (CUSIB)
- Greg Burns, President of American Federation of State, County, and Municipal Employees (AFSCME), Local 1418

Chairman Shell announced that he plans to hold an all-hands meeting with all employees on November 18. He invited other Governors and noted that the all-hands meeting will include a presentation of the David Burke Distinguished Journalism Awards.

In closing, Governor Crocker noted that, thirty years ago, on October 23, 1983, suicide bombers drove a truck into the U.S. Marine barracks in Beirut Lebanon, killing 241 American servicemen. Governor Crocker asked the attendees to remember this event as it highlights the importance of continued American engagement in the world and the ongoing importance of the BBG's broadcasting activities.

There being no other business, the Chairman adjourned the meeting.

Minutes of October 23, 2013 Meeting

The Broadcasting Board of Governors agreed to the following decision elements (all decisions were adopted by a unanimous vote unless otherwise indicated):

1. Adoption of Minutes of August 21, 2013 Meeting. The Board adopted the minutes of the August 21, 2013 meeting of the plenary Board as set forth in Attachment 2.
2. Resolution Proposing BBG Meeting Dates in 2014. The Board adopted a resolution proposing BBG meetings dates in 2014 as set forth in Attachment 3.
3. Resolution to Reform the Board's Committee Structure. Governor McCue made a motion to adopt the amendments for the resolution to reform the Board's Committee Structure. Governor Meehan seconded. The resolution, as amended, was unanimously adopted by the Board and is set forth in Attachment 4.
4. Resolution Establishing a Special Committee on CEO. The Board adopted a resolution to establish a Special Committee on the creation of a Chief Executive Officer of United States international broadcasting as set forth in Attachment 5.
5. Resolution Establishing a Special Committee on Shortwave. Governor Armstrong made a motion to adopt the amendment for the resolution to establish a Special Committee on the future of shortwave radio broadcasting. Governor Crocker seconded. The resolution, as amended, was unanimously adopted by the Board and is set forth in Attachment 6.
6. Resolution Regarding the Boards of Directors of BBG-Funded Grantees. The Board adopted a resolution regarding the Boards of Directors of BBG-funded grantees as set forth in Attachment 7:
7. Resolution Adopting a Board Travel Policy. Governor Weinstein made a motion to adopt the amendment for the resolution adopting a Board travel policy. Governor Crocker seconded. The resolution, as amended, was unanimously adopted by the Board and is set forth in Attachment 8.

Other Attendees:

The following persons were also present during all or part of the meeting: International Broadcasting Bureau (IBB) Director Richard Lobo, IBB Deputy Director Jeffrey Trimble, Chief of Staff Marie Lennon, Executive Director Suzie Carroll, General Counsel and Board Secretary Paul Kollmer-Dorsey, Chief Financial Officer Leslie Hyland, Director of Communications & External Affairs Lynne Weil, Director of Strategy and Development Bruce Sherman, Director of Public Affairs Letitia King, Board Operations and Policy Adviser Ashley Lancaster, Public Affairs Specialist Anastasia Kolobrodova, and Executive Assistant to the IBB Director Douglas Schuette; IBB Director of Performance Review Kelu Chao; IBB Director of the Office of Technology, Services and Innovation Andre Mendes; David Ensor, Director of the Voice of America (VOA); Carlos Garcia-Perez, Director of the Office of Cuba Broadcasting via

Minutes of October 23, 2013 Meeting

teleconference; Kevin Klose, President of Radio Free Europe/Radio Liberty (RFE/RL) via teleconference; Brian Conniff, President of the Middle East Broadcasting Networks (MBN); Libby Liu, President of Radio Free Asia (RFA); Barbara Brady, VOA Chief of Staff; Rebecca McMenamin, VOA Acting Associate Director for Language Programming; Benjamin Herman, RFE/RL Deputy General Counsel; John Giambalvo, RFE/RL Chief Financial Officer; Bernadette Burns, RFA General Counsel; Richard Smith, RFA Treasurer; Anne Noble, MBN General Counsel; William Clancy, MBN Chief Financial Officer; Dan Sreebny, Senior Advisor for BBG, Office of the Under Secretary for Public Diplomacy & Public Affairs; and Robert Torres, Coordinator for International Broadcasting, Office of Inspector General.

Approved:

Jeffrey Shell
Chairman

Witnessed:

Paul Kollmer-Dorsey
Secretary

Attachments:

1. Agenda for October 23, 2013 Meeting
2. Minutes of August 21, 2013 Meeting
3. Resolution Proposing BBG Meeting Dates in 2014
4. Resolution to Reform the Board's Committee Structure
5. Resolution Establishing a Special Committee on CEO
6. Resolution Establishing a Special Committee on Shortwave
7. Resolution Regarding the Boards of Directors of BBG-Funded Grantees
8. Resolution Adopting a Board Travel Policy
9. Resignation Letter from IBB Director to the President

Minutes of October 23, 2013 Meeting

ATTACHMENT 1

BROADCASTING BOARD OF GOVERNORS October 2013 Meeting Agenda

Wednesday, October 23

9:15 - 10:30 Broadcasting Board of Governors' Open Meeting

I. Open Session

Chairman's Remarks

A. Consent Agenda

- Minutes of August 21, 2013 Meeting
- Resolution Proposing BBG Meeting Dates in 2014
- Resolution to Reform the Board's Committee Structure
- Resolution Establishing a Special Committee on CEO
- Resolution Establishing a Special Committee on Shortwave
- Resolution Regarding the Boards of Directors of BBG-Funded Grantees
- Resolution Adopting a Board Travel Policy

B. Discussion Items (as needed)

C. Government Shutdown Discussion
(Dick Lobo)

D. Public Comments

E. Other Items for Consideration at Next Board Meeting

Minutes of October 23, 2013 Meeting

ATTACHMENT 2

From: Broadcasting Board of Governors
Date: August 21, 2013
Subject: **Minutes of the BBG Meeting of August 21, 2013**

The Broadcasting Board of Governors (BBG) met today at BBG Headquarters in Washington, D.C. The meeting was attended by members of the public and was also open for public observation via streaming on the BBG website.

The meeting was attended by the following Board members:

Chairman Jeffrey Shell
Governor Matthew Armstrong
Governor Ryan Crocker
Governor Susan McCue
Governor Michael Meehan (via telephone)

The Under Secretary for Public Diplomacy & Public Affairs was not in attendance at the meeting.

Other persons in attendance are listed at the end of these minutes.

The agenda of the meeting is set forth in Attachment 1.

Chairman Shell called the meeting to order and noted that the meeting was being held in compliance with the Government in the Sunshine Act and streamed live over the Internet at the BBG website. He welcomed Governor Meehan's participation by telephone.

The Chairman stated that the presence of five (5) Governors satisfies the quorum requirement of the International Broadcasting Act such that the Board would be able to make decisions based on majority vote. He noted that it has been a while since the Board had a quorum. The Chairman added that, on August 5, 2013, the President had appointed the Chairman, Matthew Armstrong, and Ambassador Ryan Crocker to the Board after the United States Senate had confirmed their appointment. Additionally, he noted that Kenneth Weinstein had been nominated by the President in late July.

At the Chairman's invitation, Governors Armstrong and Crocker briefly introduced themselves.

The Chairman recognized four former Board members for their service on the Board: former Governors Victor Ashe, Michael Lynton, Dennis Mulhaupt, and Under Secretary of State Tara

Minutes of October 23, 2013 Meeting

Sonenshine. Governors McCue and Meehan concurred and expressed their gratitude for the guidance of the former Governors.

There followed a Board vote to adopt the draft resolutions honoring Victor Ashe, Michael Lynton, Tara Sonenshine, and Dennis Mulhaupt for their service on the Board. Governor Crocker made a motion to adopt the resolutions, Governor Armstrong seconded, and the motion passed unanimously.

Chairman Shell briefly introduced himself. He noted his belief that the best way to showcase freedom and democracy is through free media and by telling people the truth—tell the story and find a way to get it to them. He and other Board members share a common belief in U.S. international broadcasting because its mission is pure, inspiring and important. The Chairman acknowledged that the Agency has a lot to do despite the rapidly changing environment in the world, and that, while there may be disagreements, the Agency should find best solutions and move forward. The organization must change in order to better address the pure mission in the changing world.

The Chairman spoke about future Board meetings. He said that the Board should operate as a Board by setting strategic directions for the organization and allowing the people in the organization to do their jobs. He added that the Board meetings will be held every other month. The Board would try to conduct its business through a consent agenda as recommended by the Office of Inspector General for the inspection of the BBG. This would allow the Board to spend more time focusing on the important work of U.S. international media by learning about their challenges and discussing their strategies. Board Committees would meet during the months when the plenary Board does not meet and would provide their reports to the plenary Board in advance of the meeting.

Chairman Shell emphasized the importance of entities' monthly reports but recognized a need to standardize the monthly reports at a future Board meeting.

Recognizing the previously adopted 2013 calendar of BBG meetings but given three new members on the Board, the Chairman proposed October 23 and December 18, 2013 as new meeting dates for the remaining calendar year. He urged all Board members to attend these meetings and future meetings and to participate by telephone or video conference if they are unable to attend in person. There followed a Board vote to adopt the new meeting dates for the remaining calendar year.

Chairman Shell announced the appointment of Suzie Carroll as Executive Director. He explained, unlike the previous Executive Director position, Ms. Carroll, in her coordinating role, will serve as the focal point for all Board-related information and communications. Specifically, Ms. Carroll will work with Board Operations to coordinate Board activities. The Chairman asked all networks and International Broadcasting Bureau (IBB) management to go through the IBB Director and Ms. Carroll initially to discuss issues or to obtain information from the Board, but welcomed direct communications between the networks and Board members as needed.

Minutes of October 23, 2013 Meeting

Following the tradition of past Boards, the Chairman reminded everyone of the difficult and dangerous work that BBG journalists do. He noted that yesterday, August 20, marked one year since Alhurra TV correspondent Bashar Fahmi disappeared while reporting in Aleppo, Syria. Mr. Bashar remains missing and incommunicado. He asked that anyone with information about Mr. Bashar's whereabouts or well-being to step forward. He repeated the Board's call for the immediate release of Mr. Bashar, as well as the other journalists being held in Syria, including Austin Tice and James Foley.

The Chairman highlighted recent attacks against BBG journalists: (1) Khadija Ismayilova, an investigative journalist with Radio Free Europe/Radio Liberty's (RFE/RL) Azerbaijan Service who reported on government corruption, faces escalating threats, including a release of a new video containing illegally obtained images of her; (2) Ekho Kavkaza, RFE/RL's Georgian Service, which broadcasts to Abkhazia and South Ossetia, received a letter last week from the so-called "official representative of the President of Abkhazia" that labeled the broadcaster "a propagandist information service," adding that authorities "at some point will have to take certain measures; (3) Elizabeth Arrott, Middle East correspondent for the Voice of America (VOA), was pulled from a car and briefly detained by police during the outbreak of violent protests in Cairo, and her colleague, VOA freelance cameraman/reporter Japhet Weeks, was also detained and roughed up; and (4) the security situation with Radio Free Asia's office in Phnom Penh, Cambodia which has been under threat from the Hun Sen government. In conclusion, Chairman Shell reported that Simon Wade Kasmiro, a hard-working and dedicated reporter working on VOA's *South Sudan in Focus* radio show, died in a road accident on August 5, and on behalf of the Board, expressed his condolences to Mr. Kasmiro's family and colleagues.

Chairman Shell expressed his belief, as well as the Board's, in conducting business in the open. He noted that occasionally the Board must conduct certain business in a closed session without public observation in order to be in compliance with the law. To that end, the Chairman announced that the Board will momentarily convene a closed meeting in order to approve the appointment of the new Chief Financial Officer, Leslie Hyland. He added that, while it is a closed meeting, a redacted transcript will be published on the BBG website in accordance with the protocol adopted by the Board.

The Chairman noted that the Board had a formal meeting in December 2012 and subsequent informal meetings or briefings at the BBG headquarters in Washington, D.C. He said that the approval of the minutes may place the new Governors in a difficult position since they were not in attendance at prior meetings. Based on guidance provided by the Board Secretary, Chairman Shell made a motion to adopt a process that would authorize Governors McCue and Meehan to approve the meeting minutes for June 19, 2013, May 15, 2013, April 11, 2013, February 22, 2013, and December 14, 2012. Governor Armstrong seconded. Based on the approved procedure and the statements of Governors McCue and Meehan that they do not object to the approval of the minutes, the plenary Board then unanimously approved the adoption of the aforementioned minutes of prior Board meetings as official Agency records.

The Board accepted a request from Paul Westpheling, General Vice President of American Federation of Government Employees (AFGE) Local 1812, to speak. Mr. Westpheling

Minutes of October 23, 2013 Meeting

congratulated the new Governors on their appointment on the Board, described the work of AFGE Local 1812, and emphasized the treatment of fairness, dignity, and respect in good labor/management relationships. At Mr. Westpheling's request, his prepared statement is set forth in Attachment 12.

Chairman Shell recognized the public attendance by Alan Heil, former VOA Acting Director. Governor Armstrong also recognized Katherine Brown, Executive Director of the United States Advisory Commission on Public Diplomacy.

There being no other business, the Chairman adjourned the meeting.

The Broadcasting Board of Governors agreed to the following decision elements (all decisions were adopted by a unanimous vote unless otherwise indicated):

1. Resolution Honoring Dennis Mulhaupt. The Board adopted the resolution thanking and honoring Dennis Mulhaupt as set forth in Attachment 2.
2. Resolution Honoring Michael Lynton. The Board adopted the resolution thanking and honoring Michael Lynton as set forth in Attachment 3.
3. Resolution Honoring Tara Sonenshine. The Board adopted the resolution thanking and honoring Tara Sonenshine as set forth in Attachment 4.
4. Resolution Honoring Victor Ashe. The Board adopted the resolution thanking and honoring Victor Ashe as set forth in Attachment 5.
5. Resolution to Change Meeting Dates for Remaining Year. Chairman Shell made a motion to adopt the resolution to change meeting dates for the remaining calendar year. Governor McCue seconded. The resolution was unanimously adopted by the Board and is set forth in Attachment 6.
6. Adoption of Minutes of Previous Meetings. Chairman Shell made a motion to adopt a process that would authorize Governors McCue and Meehan to approve the meeting minutes for June 19, 2013, May 15, 2013, April 11, 2013, February 22, 2013, and December 14, 2012 as set forth, respectively, in Attachments 7-11. Governor Armstrong seconded. The Board agreed to this procedure and, based on the statements of Governors McCue and Meehan that they do not object to the approval of the minutes, the plenary Board unanimously adopted the aforementioned minutes of prior Board meetings as official Agency records.

Other Attendees:

The following persons were also present during all or part of the meeting: International Broadcasting Bureau (IBB) Director Richard Lobo, IBB Deputy Director Jeffrey Trimble, Chief

Minutes of October 23, 2013 Meeting

of Staff Marie Lennon, Deputy General Counsel and Board Secretary Paul Kollmer-Dorsey, Chief Financial Officer Leslie Hyland, Director of Communications & External Affairs Lynne Weil, Executive Director Suzie Carroll, Director of Strategy and Development Bruce Sherman, Director of Public Affairs Letitia King, Board Operations and Policy Adviser Ashley Lancaster, and Executive Assistant to the IBB Director Douglas Schuette; David Ensor, Director of the Voice of America (VOA); Carlos Garcia-Perez, Director of the Office of Cuba Broadcasting (OCB); Kevin Klose, President of Radio Free Europe/Radio Liberty (RFE/RL); Brian Conniff, President of the Middle East Broadcasting Networks (MBN); Libby Liu, President of Radio Free Asia (RFA) via teleconference; Andre Mendes, IBB Director of the Office of Technology, Services, and Innovation; Benjamin Herman, RFE/RL Deputy General Counsel; Dan Sreebny, Senior Advisor for BBG, Office of the Under Secretary for Public Diplomacy & Public Affairs; and Robert Torres, Coordinator for International Broadcasting, Office of Inspector General.

Approved:

Jeffrey Shell
Chairman

Witnessed:

Paul Kollmer-Dorsey
Secretary

Attachments:

1. Agenda for August 21, 2013 Meeting
2. Resolution Honoring Dennis Mulhaupt
3. Resolution Honoring Michael Lynton
4. Resolution Honoring Tara Sonenshine
5. Resolution Honoring Victor Ashe
6. Resolution to Change Meeting Dates for Remaining Year
7. Minutes of June 19, 2013 Meeting
8. Minutes of May 15, 2013 Meeting
9. Minutes of April 11, 2013 Meeting
10. Minutes of February 22, 2013 Meeting
11. Minutes of December 14, 2012 Meeting
12. Statement from Paul Westpheling, General Vice President of AFGE Local 1812

Minutes of October 23, 2013 Meeting

ATTACHMENT 3

RESOLUTION PROPOSING BBG MEETING DATES IN 2014 (ALL MEETINGS ARE AT THE COHEN BUILDING, UNLESS OTHERWISE NOTED.)

February 25 (Tuesday)¹

April 11 (Friday)

June 20 (Friday)²

August 13 (Wednesday)

October 17 (Friday)

December 18 (Thursday)

¹ February Board meeting will be held at the headquarters of the Middle East Broadcasting Networks in Springfield, VA.

² June Board meeting will be held at the headquarters of the Office of Cuba Broadcasting in Miami, FL.

Minutes of October 23, 2013 Meeting

ATTACHMENT 4

RESOLUTION TO REFORM THE BOARD'S COMMITTEE STRUCTURE

October 23, 2013

WHEREAS, in 2010, the Board established three standing committees (Governance, Strategy & Budget, and Communications & Outreach) to review topics of strategic importance to the Agency and to formulate recommendations to the plenary Board;

WHEREAS, the Board expresses its great appreciation to the members of the Board's standing committees for their extraordinary efforts and achievements since the formation of those committees; and

WHEREAS, the Board wishes to replace the current standing committees with a simplified committee structure composed of an Advisory Committee and special committees focused on specific issues of strategic interest to the Agency.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby dissolves the Board's standing committees known as the Governance Committee, Strategy & Budget Committee, Communications & Outreach Committee, as well as any subcommittees of such standing committees.

BE IT FURTHER RESOLVED that the text of Sections 4, 5 and 6 of the Broadcasting Board of Governors (BBG) By-Laws dealing with the dissolved standing committees shall be deleted.

BE IT FURTHER RESOLVED that the Board hereby establishes a new standing committee of the Board to be named the Advisory Committee in accordance with the By-Law provision described in the immediately following paragraph. The Board hereby appoints Jeffrey Shell as a member and the Chair of the Advisory Committee and Governors Matthew Armstrong, Michael Meehan and Kenneth Weinstein as members of the Advisory Committee.

BE IT FURTHER RESOLVED that the Board hereby agrees that the BBG By-Laws shall be amended to add the following:

Section 4. Advisory Committee

4.01 POWERS

The Advisory Committee shall be responsible for reviewing and formulating recommendations on BBG governance, financial oversight and audit, implementation of the BBG budget, execution of Board decisions, and other matters as directed by the

Minutes of October 23, 2013 Meeting

plenary Board. The Advisory Committee will act in compliance with the written Terms of Reference adopted by the plenary Board.

4.02 COMPOSITION

The Advisory Committee will be composed of the Chair of the Board and at least one (1) other Governor selected by the plenary Board (or such other number as may be determined by the Board). The Chair of the Board will serve as Committee Chair. The Advisory Committee will make decisions based on unanimous consent of its members, provided that, if the number of Committee members is increased to a number greater than two (2), then decisions will be made by a majority vote (with a quorum of two (2) members).

4.03 MEETINGS

The Chair of the Advisory Committee should establish a meeting schedule and select meeting venues, provided that, in lieu of physical meetings, the Committee may meet by telephone, video conference or other means.

4.04 RULES

The Advisory Committee shall have power to adopt rules for the conduct of its business in respect to all matters not provided for in the By-Laws, the decisions of the plenary Board, or the Committee's Terms of Reference.

BE IT FURTHER RESOLVED that the Board hereby adopts the Terms of Reference for the Advisory Committee provided in Attachment 1.

BE IT FURTHER RESOLVED that the Board hereby agrees to delete Section 2.17 of the BBG By-Laws (concerning Committees) and to delete in its entirety the fourth (4th) full paragraph of Section 3.01 of the BBG By-Laws (concerning the Chairman's authority vis-à-vis Committee) and replace it with the following text: "Act as Chair of the Advisory Committee of the Board and appoint special committees of the Board and chairpersons thereof."

BE IT FURTHER RESOLVED that the Board hereby agrees to add a new Section 5 to the BBG By-Laws regarding the establishment of Special Committees. Section 5 of the BBG By-Laws shall read as follows:

Section 5. Special Committees

5.01 POWERS AND PURPOSE

The Chair of the Broadcasting Board of Governors, on the Chair's motion or upon the decision of the Board, shall have the authority to establish one or more Special

Minutes of October 23, 2013 Meeting

Committees. The Chair of the plenary Board may designate the Chair of any Special Committee so established. A Special Committee may be established to investigate one or more designated topics or to carry out specific decisions of the Board. Upon completion of the relevant purpose, the Special Committee will present a report and recommendations to the plenary Board, reflecting the views of the Special Committee members. Any such Special Committee will be dissolved thereafter with no further action of the Board required.

5.02 COMPOSITION AND PROCEDURES

The Chair of the plenary Board shall appoint the members of each Special Committee and designate the Chair of the Special Committee. The Chair of each Special Committee should establish a meeting schedule. Special Committees may meet physically, by telephone, video conference or other means. The operations of each Special Committee will be supported by the Secretary of the plenary Board. Each Special Committee shall keep minutes of its meetings and, if practicable, report on the Committee's progress at each meeting of the plenary Board.

Minutes of October 23, 2013 Meeting

ATTACHMENT 1

BBG ADVISORY COMMITTEE Terms of Reference

Purpose

The objectives of the Advisory Committee are:

- (1) To oversee implementation of the plenary Board's decisions, monitoring the progress of special committees and managing other matters as directed by the plenary Board.
- (2) To provide Board oversight with regard to Broadcasting Board of Governors (BBG) financial reporting, accounting and procurement practices, and grant administration, making certain that such processes are accomplished in accordance with federal regulations. The Committee shall also work in consultation with the Agency's auditors and senior management to oversee with the auditing of BBG's financial statements and related subjects.

To develop and recommend governance rules and practices for the plenary Board to enable the Board to enjoy orderly and focused deliberations and provide appropriate oversight for the entities involved in United States international broadcasting.

Members and Voting

The Advisory Committee will be composed of the Chair of the plenary Board and at least one (1) other Governor selected by the plenary Board (or such other number as may be determined by the Board). The Chair of the plenary Board will serve as Committee Chair. The Advisory Committee will make decisions based on unanimous consent of its members, provided that, if the number of Committee members is increased to a number greater than two (2), then decisions will be made by a majority vote (with a quorum of two (2) members).

Support for Committee Operations

The operations of the Advisory Committee will be organized and supported by the Secretary of the Board and the BBG Executive Director. Subject to limitations in applicable law, the Advisory Committee shall have the right to request any information that it may require from the International Broadcasting Bureau and any of the federal and non-federal entities that are funded by the BBG in order to inform and to facilitate its proceedings. The Committee may also require the attendance at its meetings of any officer of the International Broadcasting Bureau or any of the federal and non-federal entities that are funded by the BBG.

Administrative Provisions

The Advisory Committee is established as a standing committee of the Board. The Chair of the Committee should set a meeting schedule and select meeting venues, ensuring that the Committee meets at least four (4) times throughout the calendar year. In lieu of physical meetings, the Committee may meet by telephone, video conference or other means. The Committee should provide written reports of its proceedings, and the Committee Chair should

Minutes of October 23, 2013 Meeting

report the Committee's recommendations and proposals to the plenary Board as needed to inform and support the Board's decision-making.

Committee Mandate

Subject to the applicable limitations set forth in the International Broadcasting Act and other applicable law, the Advisory Committee may provide consultation and guidance on behalf of the plenary Board to the Director of the International Broadcasting Bureau or other Agency officials to facilitate implementation of the plenary Board's decisions, and undertake such other matters and review such other issues as may be directed from time to time by the plenary Board.

The Advisory Committee shall be responsible for reviewing and formulating recommendations on BBG governance, financial oversight and audit, implementation of the BBG budget, execution of Board decisions, and other matters as directed by the plenary Board. The Committee may consider and submit recommendations and proposals to the plenary Board concerning the following:

- Use of funds by the BBG and the federal and non-federal elements of United States international broadcasting.
- BBG's financial reporting and accounting practices.
- BBG's procurement practices and regulations.
- Administration of grants to BBG-funded grantees.
- Compliance with audits, reports and recommendations of the Office of Inspector General.
- Oversight of implementation of the BBG budget and any material variances of the approved budget.
- Any other financial, procurement or budgetary matters that the Committee or the plenary Board deems appropriate.
- Board, Agency and grantee governance practices (including, but not limited to, by-law amendments, agency management structures and practices, delegations of authority, grant compliance, etc.).
- Board and Committee procedures.
- Evaluation of executive leadership, performance, management practices, and compensation in each of the federal and non-federal entities that are funded by the BBG.
- Such other topics which the Committee deems warranted or advisable, subject to the limitations in applicable law, regulation and prior decisions of the plenary Board.

Minutes of October 23, 2013 Meeting

ATTACHMENT 5

RESOLUTION ESTABLISHING A SPECIAL COMMITTEE ON THE CREATION OF A CHIEF EXECUTIVE OFFICER (CEO) OF U.S. INTERNATIONAL BROADCASTING

OCTOBER 23, 2013

WHEREAS, the Board notes that the Broadcasting Board of Governors (BBG) Strategic Plan (adopted by the Board in October 2011) calls for the creation of the position of Chief Executive Officer (CEO) of United States international broadcasting (USIB);

WHEREAS, at its January 2012 meeting, the Board decided to pursue legislation to create a CEO of USIB and, since that time, the President's Fiscal Year 2014 budget submission included a legislative proposal to establish this position;

WHEREAS, in September and December 2012, the Board expressed support for the creation of CEO under existing law on an interim basis pending passage of any such legislation; and

WHEREAS, the Board believes that it is prudent for the Board to assess all existing efforts to create a CEO of USIB and to begin a search for potential candidates who may be qualified to become CEO of USIB.

NOW, THEREFORE, BE IT RESOLVED that the Broadcasting Board of Governors hereby establishes the Special Committee on the Creation of a Chief Executive Officer of United States international broadcasting (the "CEO Committee"). The Board further decides as follows:

1. The CEO Committee members shall be Governor Jeffrey Shell (who shall also serve as Committee Chair), Governors Susan McCue, Matthew Armstrong, and Kenneth Weinstein.
2. The CEO Committee shall evaluate and provide an assessment to members of the plenary Board (prior to the Board's December 2013 meeting) of (i) the plan developed by the Director of the International Broadcasting Bureau to create a CEO of USIB under existing legislation; and (ii) current initiatives led by other Executive and Legislative Branch stakeholders to create a CEO of USIB pursuant to new legislation.
3. The CEO Committee is authorized, without further action of the Board, to procure (through the offices of the International Broadcasting Bureau) the services of a search firm in order to identify potential candidates for the position of CEO of USIB. The CEO Committee shall also recommend a method of selecting, appointing, remunerating and evaluating the CEO in accordance with federal law and regulation.

**RESOLUTION ESTABLISHING A SPECIAL COMMITTEE ON THE FUTURE OF
SHORTWAVE RADIO BROADCASTING**

OCTOBER 23, 2013

WHEREAS, after performing a year-long strategic review, in October 2011, the Board issued its 5-year Strategic Plan in which the Board noted the importance of reaching audiences on their preferred media. The Board committed itself to “devoting resources to the platforms global media-use strongly favors—television, Internet, FM, and social media—as well as maintaining shortwave broadcasts in regions where it remains a critical platform.” The Board confirmed that “Where shortwave is vital, it will remain. Elsewhere, resource reallocations will support the platforms audiences use;” and

WHEREAS, the Board desires to undertake a comprehensive review on the future of shortwave radio broadcasting as an element of the suite of distribution platforms used by the Broadcasting Board of Governors.

NOW, THEREFORE, BE IT RESOLVED that the Broadcasting Board of Governors hereby establishes the Special Committee on the Future of Shortwave Broadcasting (the “Shortwave Committee”). The Board further decides as follows:

1. The Shortwave Committee members shall be Governor Matthew Armstrong (who shall also serve as Committee Chair), Governors Michael Meehan, Ryan Crocker, and Kenneth Weinstein.
2. The Shortwave Committee shall undertake a comprehensive review on the efficacy of shortwave radio as a distribution platform for United States international broadcasting, including the challenges associated therewith. The Committee shall review research on the use of shortwave radio broadcasting and consider the views of various stakeholders associated with this distribution platform.

Minutes of October 23, 2013 Meeting

ATTACHMENT 7

RESOLUTION REGARDING THE BOARDS OF DIRECTORS OF BBG-FUNDED GRANTEES

OCTOBER 23, 2013

WHEREAS, the Broadcasting Board of Governors' (BBG) grantees (Radio Free Europe/Radio Liberty (RFE/RL), Radio Free Asia (RFA), and Middle East Broadcast Networks (MBN)) (collectively, the "Grantees") are private not-for-profit corporations that play a key role in United States international broadcasting; and

WHEREAS, in order to improve the efficient operation of BBG and Grantee governance, the Board wishes to avoid having different Governors act as Chairs of the Broadcasting Board of Governors and the Boards of Directors of the Grantees.

NOW, THEREFORE, BE IT RESOLVED that, as a condition of the funds granted to each respective Grantee by the Broadcasting Board of Governors, the Chair of the Broadcasting Board of Governors shall be forthwith named as Chair of the Board of Directors of each respective Grantee in accordance with the procedure set forth in the articles of incorporation, by-laws or other constitutional documents of such Grantee.

BE IT FURTHER RESOLVED that any grant agreement henceforth issued by the Broadcasting Board of Governors to each respective Grantee shall include a provision setting forth the grant condition described in the immediately preceding paragraph.

Minutes of October 23, 2013 Meeting

ATTACHMENT 8

RESOLUTION ADOPTING A BOARD TRAVEL POLICY

October 23, 2013

WHEREAS, the Board adopted a Statement of Guidelines for Governors, International Broadcasting Bureau (IBB) Senior Management and Staff Travel at its December 2012 meeting; and

WHEREAS, the Board believes that it is prudent to implement a more comprehensive travel policy that sets forth clear guidelines for the official travel of the Broadcasting Board of Governors (BBG).

NOW, THEREFORE, BE IT RESOLVED that the Board adopts the following Board Travel Policy, as set forth below:

1. The Broadcasting Board of Governors is a federal agency with an international mission. Domestic and international travel by individual Governors is both legitimate and expected. These guidelines for BBG Governors' travel are intended to facilitate coordination of the travel of individual Governors with the objective of ensuring that Agency resources will be used in the most efficient and effective manner to support the BBG mission.
2. A Governor's trip should be linked to the Agency's strategic plan. Entity heads and Agency leaders should be consulted regarding regional priorities and strategic perspectives that should be considered in planning Governors' travel.
3. Governors' travel should be in support of a definable objective.
4. The BBG Chair, the BBG Executive Director and the IBB Director should be notified in advance of an individual Governor's travel plans.
5. An agreed end product or deliverable, such as a written report or Board presentation produced by the Governor(s) and/or staff involved, should be defined prior to the start of travel and delivered within a reasonable time after travel is completed.
6. At each Board meeting, IBB or entity management should report on upcoming and completed Governors' travel, including the duration of each trip and the estimated cost.
7. Trips of a specified length, cost, complexity or strategic significance (as defined by the Advisory Committee) should involve the support of IBB or entity management (and, in certain cases, may require IBB or entity management to accompany the Governor(s) involved).

BE IT FURTHER RESOLVED, that this resolution shall hereby be deemed to supersede the travel guidelines adopted by the Broadcasting Board of Governors in December 2012.

Minutes of October 23, 2013 Meeting

ATTACHMENT 9

Broadcasting Board of Governors

INTERNATIONAL BROADCASTING BUREAU



October 23, 2013

Dear Mr. President,

I write to submit my resignation as Director of the International Broadcasting Bureau of the Broadcasting Board of Governors effective November 30, 2013. After more than five decades in broadcasting, I intend to retire and return to my native state of Florida. The proposed implementation of the plan, which I helped formulate, to create the position of CEO and to subsequently abolish the IBB Director's position creates the ideal time for me to step aside so that the newly appointed chairman and board can guide the agency into a new and even stronger future.

I am extremely honored to have served in your administration for the last three years as part of an important organization whose noble mission is to inform, engage and connect people around the world in support of freedom and democracy. The work is courageously performed by professional men and women both in front of and behind microphones and cameras across the globe, often risking their lives to deliver unfettered news and information to regions where there is little or no press freedom.

The agency's communications professionals now reach record global audiences of over 200 million people weekly, using all media platforms including Twitter, Facebook, YouTube, TV, satellite and radio including historic shortwave.

My collaboration with BBG chairs Walter Isaacson and Jeffrey Shell as well as presiding governors Michael Lynton and Dennis Mulhaupt in efforts to restructure and modernize the agency has resulted in successfully positioning it for a relevant future in an increasingly competitive 21st Century global media landscape.

Assisting me mightily in this challenging work have been dedicated IBB colleagues, unsung heroes at the BBG, who consistently deliver breakthrough work, not only in vital support capacities, but most recently in the urgently important areas of technology, digital distribution and innovation. It's not surprising that the IBB's Federal Employee Viewpoint Survey results are often higher than those of many other agencies.

Going forward I urge your administration to increase its support of the BBG as it faces dynamic new global competition.

I am optimistic that the legions of supporters of U.S. international broadcasting will continue to advance the proven value of a free and honest press as the best lesson in democracy.

Thank you for your confidence and for providing me this opportunity to serve.

A handwritten signature in black ink, appearing to read "Richard M. Lobo".

Richard M. Lobo
Director

330 Independence Avenue, SW

Washington, DC 20237

