KILL RADIO

killradio.org

(Kill Corporate Radio)
Kill Radio Collective Docs

September 19, 2001
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Los Angeles, Ca

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Mission Statement

Killradio.org is a collective organization committed to using media production and distribution as a tool for promoting social and economic justice. We intend to promote the proliferation of radio in whatever form is necessary in order to challenge the corporate domination of our airwaves. It is our goal to further the self-determination of people under-represented in media production and content, and to illuminate and analyze local and global issues that impact ecosystems, communities and individuals. We seek to generate alternatives to the biases inherent in the corporate media controlled by profit, and to identify and create positive models for a sustainable and equitable society.

Donation Information

Kill Radio runs on about $500 per month and any extra money, or equipment, goes a long way. Tax-deductible donations can be made to Kill Radio via our fiscal sponsor, Social and Environmental Entrepreneurs (SEE, at saveourplanet.org). Donations can come in the form of money or equipment (i.e. In-kind donations such as computer or audio equipment). Please send checks payable to "SEE", and place "KillRadio.org" in the Memo Line.

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Social & Environmental Entrepreneurs      Tel: 310-737-9148
11948 West Washington Blvd Ste 201        Fax: 310-737-9151
Los Angeles, CA 90066                     www.saveourplanet.org
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Contact info

Mailing Address:

Kill Radio
3806 Beverly Blvd #201
Los Angeles, CA 90004

Website: ***http://www.killradio.org***
Station Phone: **213.252.0998**

AIM: `killradiostation`
Myspace: `http://www.myspace.com/`

Kill Radio ListServ's:
DJ Email List: thelist@killradio.org
Sub List: subs@killradio.org
Listeners List: listeners@killradio.org
General Kill Radio info: info@killradio.org

Station email: mail@killradio.org
Requests: killradiodj@hotmail.com

Working Group Email Lists:
Finance list: kr-finance@killradio.org
News list: kr-news@killradio.org
Promotions list: kr-promo@killradio.org
Scheduling list: kr-schedule@killradio.org
Library list: kr-library@killradio.org
Tech list: kr-tech@killradio.org
Community Events Calendar: calendar@killradio.org

History of Kill Radio

Since November 30, 1999, the day that marked the opening of the new anticapitalist movements against corporate globalization, there has been a worldwide growth in the creation of independent media, especially embodied in the spirit of the Independent Media Centers (IMC«s) found around the globe. The IMC is a decentralized network of autonomous collectives whose shared vision encompasses a radical critique of corporate/commercial media as well as an organizational structure that is based upon principles of anti-authoritarian organizing, self-management, autonomy, and mutual aid. When the IMC was organized in Los Angeles, one of its affinity groups was dedicated to the production of audio during the Democratic National Convention (DNC) protests. As people took to the streets protesting the policies supported by the Democrats (and Republicans), the Audio affinity group covered the events by playing timely interviews mixed in with music and political analysis.

Kill Radio is a spin-off of the LA IMC«s Audio Affinity group that covered the protests during the DNC in August of 2000. After the convention, many of the LA IMC organizers, in conjunction with RE:GENERATION:TV, a worker-owned media collective, organized meetings to continue the audio distribution of radical independent media in the context of a new Los Angeles based internet radio station. The LA IMC donated $500 for us to get a computer and RE:GENERATION:TV donated the infrastructure to make this possible.

After months of meetings, we developed a Mission Statement and some basic principles that would guide the station through its growth. We made use of a number of global resources including, but not limited to, the Independent Media Center Network and Microradio.net, a network of community based radio stations that are challenging the corporate hegemony of our publicly owned airwaves (For more information visit www.killradio.org/links.html)

Kill Radio is short for Kill Corporate Radio, or Kill Monopoly Radio, or K-ILL Radio, whatever you prefer. Kill Radio is run by the Kill Radio Collective, a group of 50+ organizers, journalists, and DJ's. We are a strictly not-for-profit, non-commercial organization.

How do I join the collective and get a show on Kill Radio?

Becoming involved with Kill Radio requires a commitment on the part of every DJ. In order for this station to function, we need your help. There is no management or bosses at Kill Radio, primarily because we are tired of having to deal with them in our everyday lives. Those who operate the station, the DJ's themselves, must take responsibility for running it. If you're not interested in helping run this station, then this is probably not the station for you.

Each new member is assigned a "New Member Liaison" to help them through the joining process. If you do not have one yet, request one at a General Meeting. Fulfill the requirements below to join the collective and get a show:

New Member Reference Sheet

This sheet is intended for you to keep, as an organizational tool to help you keep track of your membership requirements. You are not required to submit this sheet to anyone.

Your NEW MEMBER LIASON is:

Name: _____   Phone #: _____

Email: _____

Requirements to join Kill Radio

1) *Download and Read the Entire "Kill Radio Collective Docs"* :
> You are doing this right now, so you can scratch this off your list. This entire document should be read by new members before attending your Consensus Training Workshop.

2) *Attend 1 Consensus Training workshop*:
> Consensus training is currently held the 1st of every month **after** the general meeting, or you may arrange to schedule a consensus training with another member.

> Consensus training completed: Date:_____

3) *Attend 1 Tech Training workshop*:
> This workshop is typically held in the studio during a live show. Your New Member Liaison will arrange a time to hold the workshop, although any member can run it.

> Tech training completed: DATE:_____

4) *Attend 3 Kill Radio General Meetings (and keep attending thereafter!!)*:
> Meetings are usually held on the 1st and 15th of each month at 8pm. Your New Member Liaison will keep you up to date on meeting times and locations.

> Meeting 1 attended: DATE:_____

> Meeting 2 attended: DATE:_____

> Meeting 3 attended: DATE:_____

5) *Join a working group:*
> Working groups perform the day-to-day tasks that keep the station running. Information on the working groups can be found in the Kill Radio on-line documents. You simply start contributing to a working group after you join the collective.

> Working Group choice: _____

6) Joining the Collective & Getting a Timeslot:
> After completing the requirements above, you should be part of The List. With help from your New Member Liaison, you will be issued keys to the station. Search through the program schedule for an open slot and announce to the "The List" (thelist@killradio.org) your intention to establish a show.

The Exception to the Rules: DJ Subs & Non-Paying Members

You do not have to take on a Time Slot to join Kill Radio. Kill Radio is looking to develop its sub list so that those who are not interested in taking on the responsibility of doing a regular show can act as a substitute when other DJ«s can«t make it. Subs are required to fulfill the guidelines as stated above, but are not required to pay the $10 per month or attend meetings on a regular basis. Although, it is strongly encouraged that those who wish to sub try to attend at least one meeting a month to be kept up to date on what's new at the station.

Obligations once you are a Member of the Kill Radio Collective:

1) **Pay Your Dues.** Every show on Kill Radio pays $10/month. DJs with more than one time slot still only pay $10, they are not required to pay extra for the additional timeslot. Members who's only timeslot is a news show are not required to pay. This is the money we use to operate the station, and without this money we cannot operate. Members who cannot afford to pay dues must explain to the Finance Comity that they have a hardship issue each month.
2) **Do Your Show Every Week.** Without shows, there is no radio station. If you can't make your shift, make sure that another member covers it, to prevent dead air.
3) **Attend All General Meetings.** Kill Radio DJs are expected to attend all general meetings.
4) **Join and Participate in a Working Group.** A working group is a small group of 5 to 20 people who work together on kill radio projects or administrative tasks. A full description of our working groups can be found in the following pages.
5) **Participate in collective activates as much as possible,** such as Kill Radio events, benefits, or information tables.
6) **Subscribe to the KR email discussion list**, so you can be kept up-to-date on KR issues, and can interact with your fellow DJs
7) **Try to help out the station when you can.** This includes things like cleaning up after yourself, using the station log to leave a record of when there are problems that need fixing, etc.

Kill Radio Standards of Responsible Broadcasting

While the station supports the fundamental right of free speech, the collective will not tolerate racist, homophobic, or sexist attacks against collective members, or hate speech directed against individuals in the community.

Studio Rules

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- keep the studio clean, volunteer for cleaning days when at all possible
- refrain from smoking if at all possible
- leave no trace: take your trash out with you
- Leave things in the studio that are not yours.
- DO NOT REPATCH the board, and if you dare do so put it back EXACTLY
as you found it.
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Reasons for Removal

The collective will decide to remove* a dj/show/host from it's slot if:

1) Non-payment of $10 monthly rent for three (3) months is cause for suspension, unless a hardship issue has been brought to the group's attention. This is on a case-by-case basis, or

2) Any DJ that misses two (2) shows without notification to the listserve or without finding a substitute may be suspended as per group consensus. This is on a case-by-case basis (a "qualified substitute" is any collective member that has finished #'s 1-3 above).

3) Two months worth of meetings have been missed (without explanation).

4) Violation of the "Standards of Responsible Broadcasting" above.

To this end, the Kill Radio Collective will handle slot issues as follows:

Concerns with a particular slot will be brought to the group's attention at a general meeting. If there is no resolution of the issue at that meeting, the collective will issue a one week's notice for explanation, followed by discussion/decision at the very next meeting on appropriate action.

* Removal may mean either loss of slot, suspension of slot, or removal from collective

The Kill Radio Meeting Process

1) Each meeting begins with several members volunteering to take on specific roles for the course of that meeting. They are the following:

Facilitator/Co- Facilitator lead the group through the items on the agenda. They keep track of who's turn it is to speak. A cofacilitator can take care of the stack as people raise their hands to speak. Cofacilitation is also a way for those who are learning the facilitation process to become more comfortable running a meeting on their own.

Time Keeper makes sure that discussions on a single agenda item don't drag on too long and keep to the time allotted to each item.

Note Taker takes notes on the meeting and then emails them to the Kill Radio list so that everyone can see what transpired.

Vibes Watcher keeps an eye on the group itself, calling attention to any tensions, frustrations, boredoms, etc. that the group might be feeling, and intervenes when emotions overcome the proper facilitation of the group discussion.

2) Before the meeting begins, The *Facilitator asks members for agenda items*. They are recorded on the Agenda next to the name of member responsible for the topic and an estimate of how long the topic should take. Agenda Items are numbered so they are easy to keep track of. *They may be formal proposals made to the group, or simply topics that a member feels merits group discussion*.

3) During the meeting, the *Facilitator(s) will call on people to speak*, beginning with the person responsible for a particular agenda item. That person will speak, and then anyone else can raise their hand to add to, comment on, or ask questions. The Facilitator will call on these people to speak, in the order that they raised their hands. The queue of people waiting to speak is called "the stack." Each agenda item is assigned a time limit when it is first suggested. If the discussion is over before that time limit is reached, the Facilitator will move onto the next item. If the time limit is reached and there are still people who wish to speak, the group can choose to finish the current stack, extend the time limit, table the discussion, or send it to a work group / committee for further discussion.

The meeting follows the format below:

Kill Radio Meeting Agenda

Facilitators: generally one or two facilitators keep the meeting on track
Minutes: someone willing to take notes and type them up for distribution
Time: someone who will rigorously announce time on each item
Vibes: one or two people who keep a check on the emotional climate

Introductions: (good to do if there are new people) Name and Show.

Announcements: (for events, updates, items that do not require a discussion by the entire group, or items that are not intended as a proposal. Announcements are a good place to suggest agenda items for a future meeting, etc.)

Work Group Report Backs: (if an affinity group has recently met to make decisions, or needs the groups input into a particular decision, then this is the best place to give a report. Generally, the reports are short and there is an announcement of the affinity groups next meeting time and location)

Agenda Items

SAMPLE
1   Report back from benefit show (Noam Chomsky, 10 min.)
2   We need a new turntable in the studio (Emma Goldman, 10 min.)
        Proposal: that we spend our last $150 on a new turntable for the station.
3   Discussion on the need to fix the schedule (Peter Kropotkin, 5 min.)
4   *Proposal to set a new meeting space that is accessible. (Judy Bari, 10 min.)*

Closing announcements: One more chance to make any announcements that were forgotten in the beginning of the meeting.

Location of Next Meeting: Place, Date, and Time.

Dismissal of meeting

Consensus Decision Making:
The Kill Radio Political Process

What is a collective?

Short version: Kill Radio has an organizational structure that is fairly unique in our society. **No one is in charge, no one has power over anyone else, and no decisions are final until everyone is satisfied with the outcome**. None of the "Joe is club president, Jill is vice president, the majority rules and the minority is screwed" stuff that you're probably used to. An organization that lacks such hierarchy is called a collective, and this decision-making process is called the consensus model.

Basically, we take turns leading/facilitating the meetings, where the important KR decisions are made. When someone has an idea or a plan, we discuss our thoughts and concerns about the plan, and then make changes and compromises with the plan until it takes a shape that everyone likes, or at least one that everyone can live with. Granted, the process can be time consuming and difficult. Democracy can be a pain in the ass, but consensus really is one of the most fair and equitable ways for groups of people to make decisions.

What is consensus?
Consensus is a decision making process in which each member a group agrees to the decision of the whole group. The objective is to have the final decision acceptable to everyone involved. By doing so we promote a community based on trust [Further info: www.consensus.net].

Why we use consensus
Consensus helps to avoid the adversarial confrontations and the anger and potential for hurt feelings generated in a win/lose style decision-making. When each individual shares in the decision of the group, then all have a greater commitment to implement the group's decisions. It increases group strength by decentralizing authority, and allowing more people in the group to take on leadership roles. This really helps to increase personal empowerment.

Making a proposal and reaching consensus

Once a proposal is made by a member, we enter the formal consensus process. It proceeds as follows:

1) **The proposal is stated** (or restated) exactly as it will appear in the meeting notes. This is for clarity so that group members know *exactly* what they are discussing.

2) **Questions are asked to clarify the proposal**. This is not the time to state opinions about the proposal, only to ask questions to clarify your or the groups understanding of the proposal as it is currently worded.

3) **The Proposal is opened for group discussion**. Here group members can give their opinion, state concerns, or ask questions about the impact the proposal may have on the group. *This discussion should always be focused on how the proposal will effect the group, and not on individual wants or needs.*

4) **Address or Resolve group concerns**. Group concerns are discussed until it appears that they have been addressed by the group discussion. If concerns remain, the discussion may continue (step 3). If it appears that all outstanding issues have been addressed, then the group may move on (step 5)

5) **Call for consensus**. During this stage the following actions can occur. They are:
    a) **Stand Aside**: The group member feels strongly against the proposal at hand, and wishes their opinion to be noted, but has decided not to obstruct the proposal from moving forward.
    b) **Declare Block**: This is a serious action. The group member truly believes that the proposal is against our mission statement or will irreparably harm (or destroy) our collective. For these reasons they feel the proposal cannot go forward. A block may not be called to fulfill an individual's wants or needs. A block may be ignored by the group if it fails to meet the standards above. A proposal can only be blocked if more than 2 members declare a block (known as the "Consensus -2" policy).
    c) **Send to committee**. If discussion of the concerns about a proposal are not reaching resolution and the facilitator feels the proposal could be better discussed in a workgroup or committee, they may send the proposal to a committee / workgroup for discussion at a later time.
    d) **Table to next meeting**. If it appears the discussion is not nearing a resolution and time is running out, the proposal may be Tabled for discussion at the following meeting.
    e) **Consensus is reached**. The Facilitator has called for a visual and auditory sign of consensus. Consensus is reached, and the proposal is adopted by the group.

During this stage of the process the facilitator starts by asking if there are any *remaining concerns*. If none are present, the facilitator asks the group if there are any *Stand Asides*, and they are noted. Next the Facilitator asks if there are any *Blocks*. If blocks are present, *further discussion* may occur. If no blocks are present, the Facilitator asks for both a *Visual and Auditory Sign of Consensus*, during which members display their acknowledgment that the proposal has meet group consensus and will be adopted by the group.

Challenges to using the consensus process

Rushing the process: It is important to allow for adequate time for a discussion that will help develop a consensus. It takes time to create consensus and discussion is critical to achieve it. A facilitator may feel pressured to rush the process in ways that can be counterproductive to the group.

Understanding the goal(s) of Consensus: The consensus process is not always about agreeing to everything. People should be conscious of when they can let go of their concerns and allow the process to move forward, or when they feel it necessary to stand aside or block for principled reasons (e.g. a proposal is in direct conflict with the mission statement set forth by the group). The process should not be used as a means of getting everything that we want as individuals, but to produce a decision that is acceptable to everyone and will allow the group to move forward.

Formal/Informal Consensus: There are times when everyone is in agreement and the formal consensus process is not necessary. Other times, the group is not united and it is necessary to go through the formal consensus process. The choice of when to use the formal process is a judgment call of the facilitator(s).

Working Groups

A working group is a small group of 5 to 20 people who work together on kill radio projects or administrative tasks. They are organized to make decision-making more efficient and participatory, and to perform many of the day to day tasks that maintain the station, so that the entire collective doesn't have to painstakingly cover every single detail of a decision that is often easier to make with a small group of people focused on a specific area of operations. Decisions made by working groups are reported back to the larger collective to ensure that they are not in gross violation of the guidelines or the spirit of the mission statement.
Currently our working groups are:

1)   **Finance** ¬ Responsible for finances and record keeping, maintaining a work relationship with SEE, our fiscal sponsor, etc. (*kr-finance@killradio.org*)
2)   **News** ¬ Responsible for coordinating news coverage for the station, finding sources of pre-produced material on the web, as well as producing original content for public affairs programming. (*kr-news@killradio.org*)
3)   **Promotions** ¬ Responsible for promoting the station via events like Sunset Junction, doing outreach on the web via the mailing lists, making stickers, flyers, etc. (*kr-promo@killradio.org*)
4)   **Scheduling** ¬ Responsible for the organization of the schedule and helping new DJ«s get a slot on the station, keeping the schedule up to date and making sure that slots are being filled. (*kr-schedule@killradio.org*)
5)   **Library** ¬ Responsible for coordinating material (music, books, etc) in the station and organizing the station to make it more user friendly. (*kr-library@killradio.org*)
6)   **Tech** ¬ Responsible for maintaining the station in usable state, making sure the website and computer related tasks are current. (*kr-tech@killradio.org*)
7)   **Calendar**: Maintains a Community based events calendar on our webpage. (*calendar@killradio.org*)

Community Outreach

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Kill Radio is always looking to take part in and support community
activities. Please announce your activities to the collective and submit
community events to our calendar: calendar@killradio.org .
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Kill Radio DJ Form

Your Name: _____ Date: _____

Email Address: _____

Phone: _____ DJ or Sub: _____

Description of Show you would like to do at Kill Radio:

DJ Name: _____

Preferred Kill Radio email address (e.g. djname@killradio.org):

Preferred Kill Radio Working Group: _____

Do you have any equipment/resources/skills you could donate to Kill Radio?

Preferred Time Slots (please see current schedule for available slots):
1st Choice: _____ 2nd Choice:_____

3rd Choice: _____