

CITY OF BOSTON IN CITY COUNCIL

ORDER OF COUNCILLOR Chuck Turner

January 16, 2010

ORDERED: That, under the provisions of Section 17F of Chapter 376 the Acts of 1951, as amended, and under any other applicable provision of law, His Honor, the Mayor, be, and hereby is, requested to obtain and deliver to the City Council, within one week of the receipt hereof, the following information:

17F Regarding BNN/TV – Boston Neighborhood Network TV

- 1) What is the number of full time staff members?
What is the job description for each position?
What is the salary for each position?
Which positions are considered senior management?
Which positions are considered administrative?
Which positions are considered IT support?
What is the level of administrative support for staff?
- 2) What is the number of part time staff?
What is the job description for each position?
Which positions are considered administrative?
What positions are considered IT support?
What is the salary for each part time position?
- 3) How many full/part time staff have resigned or been fired in the last 2 years?
In the last 6 months?
Did any of those fired ask for a review?
Is so, what was the outcome of the review?
Is it BNN policy to conduct an exit interview with all full and part time staff that leave the organization?
- 4) What is BNN staff evaluation policy for full/part time employees?
How many evaluations have occurred in the past five years with senior staff?
With full time staff?
With part time staff?
- 5) What is the BNN grievance policy?
How many grievances were filed in 2010, 2009, and 2008?
How many of those grievances were upheld?
- 6) During the last three years have there been any periods when the organization has not had a HR director?
In the absence of the HR Director, who implements the grievance policy?

- 7) What is the BNN residency policy?
How many of the full time/part time staff live in Boston?
How many of the senior staff live in Boston?
- 8) Does BNN have a merit pay or bonus pay for good performance policy?
If so, how many existing or past staff members have received such raises during the last 5 years?
- 9) Does BNN have a policy of cost of living increases?
If so how many existing or past staff members have received such increases during the last 5 years?
- 10) What is BNN's written policy on compensation?
- 11) Given BNN's role as a teaching organization as well as a production company:
 - a) Does BNN hire teachers for the classes?
 - b) Do production personnel have teaching responsibilities?
 - c) If so, are those responsibilities detailed in the job descriptions?
 - d) If the responsibilities are not detailed in the job descriptions, is production staff paid separately for the time spent teaching?
- 12) During the past five years, have expenses exceeded income in any year?
Which year(s)?
How what was the level of the budget deficit in that year?
What corrective measures were taken?
- 13) What were the itemized expenses of the 25 Anniversary program?
Was the affair over budget?
- 14) Given that BNN is structured as a membership organization
 - a) How many members does BNN have?
 - b) Has the membership risen or fallen over the last five years?
 - c) How many members have participated in each annual meeting during the last five years?
 - d) What role do BNN members play in shaping policy?
 - e) What role does the BNN membership play in electing the Board?
- 15) How is the BNN board elected?
In what ways is the BNN BOARD accountable to those who elect it?
- 16) Who performs the performance review of the general manager?
- 17) When was the last performance review of the general manager?

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