

MINUTES
Board of Directors
Community Media of the Foothills
Regular Meeting, Thursday, April 5, 2001

Called to order at 7:15 by Donnise Mitchell (Chair)

Present: Donnise Mitchell (Chair), Mario D'Amico (Vice-Chair/Treasurer), Deborah Showers-Kelly (Secretary), Gina Ayala, Roger Graziani, Karen Keeshan-Suarez, Don Mankiewicz.

Absent: Karol Ballard

Non-Voting Attendees

Staff: Jasen Lewis (Executive Director)

Liaisons: City- Michelle Tompkins Council- Victor Franco Library- Sheila Thornton
Community Services Commission- Mary Ann Lutz

Guests: John Stapsy.

Business:

The minutes of the March meeting, Motion for approval by R.Graziaini and second by G.Ayala. Motion passed unanimously.

Executive Director's Report:

Erwin Muhr's last day was March 30, 2001. Travis Gray took over the "Studio Manager" position on March 31, 2001. Jasen Lewis started as Executive Director on Monday April 2, 2001. Two production assistant positions have been advertised, to replace Travis and Jasen in their previous positions. Staff meetings Mondays at 2:00 pm board members are invited. Access Activities Plan and Budget for FY 01-02 was sent to the city. VX-2000 purchased and received. Computer for Matrox non-linear system purchased. John Stapsy, a Monrovia resident donated equipment to the studio. Back-to-back programming on Ch 17. Staff will attend National Association of Broadcasters conference.

Committee Reports:

K.Keeshan-Suarez – Programming – Letter to executive director forthcoming.

G.Ayala – Technical – Meeting will be after NAB.

D.Mitchell – Executive Director Search – Process is complete. Jasen Lewis is new Executive Director. J. Lewis to be added as a signer on all accounts held by Community Media of the Foothills and Marlene Gibb (due to resignation) be removed.

D.Mankiewicz – New Facility – 1,400 sq ft plan from architect was received. 500 additional sq footage and costs were extensively discussed. \$80K would be needed to add the additional space. Suggestion: put the studio in the additional shell space to save money on addition. Decision needs to be made ASAP.

Motion by R.Graziani to expand the planned new studio by 500 sq ft. in concept pending negotiation with the city and cost analysis/fundraising. Second by K.Keeshan-Suarez. Motion passed unanimously.

Liaison Reports:

S.Thornton – Library – Sympathizes with CMF’s expansion discussions.

M.Tompkins – City – Soapbox PSA request (as contract PSA). Letter from G.Ayala regarding Adelpia is high on priority list.

New board member search continues for M. Gibb’s three-month term. Interested parties should contact Jasen at the studio who will forward the requests to D. Mitchell.

Meeting adjourned at 8:25pm

Respectfully Submitted,

Deborah Showers-Kelly (Secretary)