

MINUTES
BOARD OF DIRECTORS
COMMUNITY MEDIA OF THE FOOTHILLS
Regular Meeting: Thursday July 5, 2001

Called to order at 7:07pm. By Donnise Mitchell, Chair

Present: Donnise Mitchell (chair), Deborah Showers-Kelly (secretary), Karen Keeshan-Suarez, Gina Ayala, Roger Graziani, Mario-D'Amico, Karol Ballard and Linda Bryan
Absent: Don Mankiewicz

Executive Director: Jasen Lewis

Liaisons:

City Council - not in attendance

Community Services Commission - Mary Ann Lutz

Library Commission - Sheila Thornton

City Staff - April Soash/Michele Tompkins

Guest: Dorothy Kelty

The minutes of the June Meeting were approved with noted corrections of date and guest last name.

Executive Director's Report:

Jasen Lewis reported on the following areas:

1. Weekly and monthly staff meetings held
2. Financial report for June . . . activities on our accounts. Letter from CPA re: Audit to be completed before Annual Report due to the City before September 15.
3. Programming. . . July Program-Guides.
4. New Facility . . . Funding update. . . another \$1000 donation. . . now need \$48,000 . . . plan passed unanimously at the City Council Meeting on 6-26-01.
5. Board of Directors Election. 5 petitions received, new ballot procedures to ensure confidentiality; ballots to go out no later than 7-11-01.
6. Contract with the City of Monrovia, current contract extended until July 10, 2001. Scheduled to be on the July 26th meeting. Board to compose writing for By-laws to incorporate Board of Directors positions open to citizens from other communities served by CMF
7. Concern about Access Hours of Operation, new times began July provided factual data and comparison with other similar stations; the amount of money per hour to operate Access Centers.

Technical Committee reported on repairs and the moving of Channel 16 from the School District Office to studio in an attempt to-overtransmissionquality Improvement was duly noted. Stressing the need for instructors. Open issue with Adelphia . . . provide a teacher. KGEM now has an Int with -Sunday Concerts in the Park. .

Programme draft for a Grievance Form and the procedures to address grievances as well as to respond .

Scheduled Committee Meetings Calendar includes Programming Meeting to be held on July 9, 2001.

Liaison Reports were heard from: Community Services Commission, Library Commission, and City Staff.

Surprise Announcement: Mario D' Amico, Treasurer of KGEM regretfully submitted Resignation to the Board due to health concerns. The entire Board expressed their sadness at his decision. The Board thanked Mario for his service to KGEM. Mario will be around for the next few months to perform his treasurer duties until a new board member is elected.

Community Guest: Dorothy Kelty voiced her concerns and knowledgeable suggestions for improvement on items listed in the Board minutes packet.

Fundraising Ideas/Discussion need to be topic on next Board Meeting Agenda. Meeting at 8:15 p.m. for closed session with Executive Director.

Respectfully submitted,

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Deborah S. Bowers, Secretary / \_\_\_\_\_, "