

**Community Media of the Foothills**

**MINUTES**

**Regular Meeting of the Board of Directors  
Monrovia City Hall**

415 S. Ivy Ave, Monrovia, Ca 91016

Thursday, January 3, 2002

**Convene:** 7: 00 PM.

**Board Present:** Karen Keeshan-Suarez (Chair), Deborah Showers-Kelly (Vice Chair), Nina Rambeau (Secretary), Linda Bryan (Treasurer) Chaluay Ruangchan,  
(QUORUM MET AND MAINTAINED THROUGH MEETING)

**Staff:** Jasen Lewis,

**Liaisons:** Mary Ann Lutz, April Soash, Michelle Tompkins, Sheila Thornton

Karen Suarez led the flag salute and announced the meeting would be televised.

Oral Communications: None

Approval of Minutes of the Special Meeting of the Board of Director's November 1, 2001 with Correction

Action: Approval of Minutes of Special Board of Director's Meeting November 1, 2001 with Correction; Linda Bryan was not present

Motion: Linda Bryan                      Second: Deborah Showers-Kelly

Vote: Unanimous

Approval of Minutes of Regular Meeting of the Board of Director's November 1, 2001 With correction

Action: Approval of Minutes of November 1, 2001 Board of Director's Meeting with correction; Linda Bryan was not present

Motion: Linda Bryan                      Second: Deborah Showers-Kelly

Vote: Unanimous

Approval of Minutes of Regular Meeting of the Board of Director's November 19, 2001 With Correction

Action: Approval of Minutes of November 19, 2001 Board of Director's Meeting with Correction; Linda Bryan was not present

Motion: Linda Bryan                      Second: Deborah Showers-Kelly

Vote: Unanimous

- Reports:
1. Executive Director
  2. Technical Committee - Chaluay Ruangchan
  3. Community Services - None
  4. Library Commission – None
  5. City Staff – April Soash
  6. Monrovia Unified School District – Roger Graziani

Old Business

Replacement of Program Information and Statement of Compliance Form

Action: Replaced Program Information and Statement of Compliance Form

Motion: Linda Bryan                      Second: Deborah Showers-Kelly

Vote: Unanimous

Replacement of Timeslot Request, Producer Info and Video Submission Form

Action: Replaced Timeslot Request, Producer Info and Video Submission Form

Motion: Linda Bryan      Second: Deborah Showers-Kelly

Vote: Unanimous

Amendment of the Policies and Procedures Section V. Scheduling

Action: Amended the Policies and Procedures Section V. Scheduling with changes in paragraph to include a yes/no question regarding objectionable programming

Motion: Linda Bryan                      Second: Nina Rambeau

Vote: Unanimous

New Business

Amendment of the Corporate By-Law, Qualifications of the Board of Directors Policies and Procedures

Action: Amended the Corporate By-Laws; Qualifications of the Board of Directors

Motion: Linda Bryan                      Second: Chaluy Ruangchan

Vote: Unanimous

Amendment of the Ratification/Rejection of Executive Director's Interim Policy and Procedure

Action: Amendment of the Ratification/Rejection Policy tabled until it can be redone in February

Motion: Linda Bryan                      Second: Karen Keeshan-Suarez

Vote: Unanimous

Amendment to the Resolution of the Community Media of the Foothills Board of Director's in regard to bank accounts, safety deposit box

Action: Direct and authorize Nina Rambeau, secretary of the Community Media of the Foothills Board of Directors, to prepare and sign the appropriate resolution or resolutions to approve Karen Suarez, Linda Bryan and Jasen Lewis as the sole signors on the Community Media of the Foothills accounts at Granite State Bank, including a Certificate of Deposit and a safety deposit box

Motion: Linda Bryan                      Second: Chaluy Ruangchan

Vote: Unanimous

Next Meeting of the Community of the Foothills February 7, 2002

Adjournment: 8:15 PM

**Community Media of the Foothills**

**MINUTES**

**Special Meeting of the Board of Directors**

**Monrovia City Hall**

415 S. Ivy Ave, Monrovia, Ca 91016

Thursday, January 3, 2002

**Convene:** 6:40 PM.

**Board Present:** Karen Keeshan-Suarez (Chair), Deborah Showers-Kelly (Vice Chair), Nina Rambeau (Secretary), Linda Bryan (Treasurer) Chaluay Ruangchan,

**Staff:** Jasen Lewis,

The Board of Directors met to review Roberts Rules of Order and to discuss requested changes to the format for printed staff reports, specifically a numbering system in the lower right hand corner of the pages.

**Adjourn:** 6:50 PM.