

**Annual Meeting
Minutes
August 7, 2003**

- A. Convene: 7:05 pm
- B. Roll Call: Karen Keeshan-Suarez – present, Linda Bryan – present, Alexandra Zucco – present, Michael Huang – present, Dawne Dykstra – present, Nina Rambeau – excused, Frank Reyer – present, Chaluay Ruangchan – present, Deborah Showers-Kelly – present.
- C. Approval of Minutes: Regular Meeting of the Board of Directors, June 5, 2003
 - a. 1st – Linda Bryan
 - b. 2nd – Chaluay Ruangchan
 - c. Vote – Unanimous
- D. Welcome: Board Chairperson, Karen Keeshan-Suarez
 - a. Annual Meeting
 - b. Hectic Time at KGEM
- E. Fiscal 2002-2003 Review:
 - a. Staff presentation
 - i. Jasen Lewis – Lauren Silverman hired, \$110,000 worth of equipment purchased with Dept. of Labor grant
 - ii. Lauren Silverman – first session had 100% satisfaction, classes very full, had flyers distributed with school district
 - 1. Linda Bryan – how many Monroviaans? can KGEM use any of the short films for Telethon?
 - 2. Response from LS – this class almost 100% Monroviaans, and yes KGEM will be able to use short films
 - 3. Average age – about 15-16 years
 - iii. JL – Adelpia is paid in full
 - iv. Received first fees from Altrio
 - v. First Telethon – great experience, thanks to Linda Bryan
 - vi. Election Coverage in March 2003 – 100% participation in candidate statements and forums.
 - vii. First contract with Sierra Madre – and Sierra Madre now has a complete setup.
 - viii. Staff attended annual convention – great asset to CMF staff
 - ix. June 13 last shooting at Clifton KGEM Studio
- F. Board of Directors, Election
 - a. Presentation to outgoing Directors
 - i. KSS – great Board, pleasure working with everyone, especially Linda Bryan
 - ii. JL – Alex Zucco, Deborah Showers-Kelly and Linda Bryan all received flowers and Linda also received a commemorative/engraved clock.

- b. Comments by outgoing Directors
 - i. LB – team effort, Telethon Team, and would like to donate a used copier as soon as the new KGEM studio opens
 - ii. DSK – ‘cosmic’ experience, great team, and new friends
 - iii. AZ – thanks for welcoming me to the team for this year, wonderful experience.
- c. Results – Inspector of Elections, Lauren Silverman
 - i. LS –4 candidates received positions on the board of Directors. They were:
 - 1. Chaluay Ruangchan
 - 2. Nina Rambeau
 - 3. Lyn Carter
 - 4. Peter Villarreal
- d. Seating of new members

G. Reports

- a. Executive Director
 - i. JL – exciting time for KGEM, moving out, not quite moving in – in limbo; MYIT is taking place at Community Center; revised Dedication set for September 20, 2003; new era – large investment in new facility – how to become a premier organization – for new Board to look at in coming months.
- b. Committee Reports:
 - i. Fundraising Committee
 - 1. Linda Bryan – VIP Donor Party September 19th; Telethon Oct. 18th – need volunteers and talent, stores to donate fashion – prizes
 - 2. Frank Reyero – on prizes – letter to corporate letterhead for companies that donated last year, press release for local papers and a sample script for committee members to solicit prizes
 - 3. DSK – approach Friday Night Festival vendors for donations – Dick Singer will look into this, to avoid problems with Festival organizer
 - a. DSK – made badges for fundraising committee to solicit donations for Telethon
- c. Liaison Reports
 - i. City of Monrovia, Dick Singer
 - 1. Budget has been adopted - \$450,000 in license fees – 3 month delay in receiving fund – 2% hit to our budget in addition to other cuts already made;
 - 2. Every weekend for the next 2 months will have activities – including Beer and Wine Festival, October fest, Make a Difference Day, Chamber Super Mixer
 - ii. Community Services, Dawne Dykstra
 - 1. Swim Program at full capacity thru August

2. Summer Extravaganza – big success
3. Sunday night concerts
4. Grand Opening of Youth Center
- iii. Monrovia Coordinating Council, Michael Huang
 1. no meetings during summer, no report

H. Public Input:

- a. Councilman Dan Kirby as private citizen – great KGEM year, congratulations to Jasen Lewis. Thanks for all of the opportunities given to candidates during Municipal Election. Publicized MYIT program at League of California Cities conference.

I. Adjourn the Annual Meeting and convene Organizational Meeting: 8:00 pm

J. Election of Officers

- a. Election of Chairperson
 - i. DD 1st to nominate Karen Keeshan-Suarez
 - ii. FR 2nd
 - iii. Vote - Unanimous
- b. Election of Secretary
 - i. FR 1st to nominate Nina Rambeau
 - ii. CR 2nd
 - iii. Vote – Unanimous
- c. Election of Vice Chair
 - i. KSS 1st to nominate Dawne Dyksta
 - ii. FR 2nd
 - iii. Vote – Unanimous
- d. Election of Treasurer
 - i. KSS – 1st to nominate Michael Huang
 - ii. CR 2nd
 - iii. Vote - Unanimous

K. Appointment of “Appointed Member” to the Board of Directors

- a. Tabled

L. Adjournment: 8:07pm