

**Minutes**  
**Community Media of the Foothills**  
**Regular Meeting of the Board of Directors**

415 South Ivy Avenue, Monrovia, CA  
Thursday, March 11, 2004, 7:00 PM

A. Convene: 7:07pm

B. Board Members Present: Karen Keeshan Suarez, Dawne Dykstra, Nina Rambeau, Brenda Trainor, Tom Reale, Peggy Madrid. Note: Board Member Chaluay Ruangchan resigned earlier in the afternoon due to ongoing work schedule conflicts

C. Approval of Minutes: Regular Meeting of the Board Directors, February 12, 2004. Motion: Karen Suarez. Second: Dawne Dykstra. Vote: Unanimous.

F.1. was moved up. Review short term and long term goals and priorities for CMF based on board work session outcomes. A list of goals was presented. Karen Suarez recommends adding some customer service training for staff to the goals. Technical difficulties on Ch 16/98 (Monrovia Public Access). Bring goals for 03-04 back to board with more notes on what needs to be completed.

D. Public Input: Jim Patrick from Adelphia Cable, equipment has arrived and will be installed at the CMF facility to re-route so that Ch 17 can be run from the facility instead of City Hall. New Channel Lineups have been printed and sent out with correct channel identifications.

E.1. Executive Director report. Jasen Lewis presented some examples of programming that plays on KGEM currently, as well as MYIT student projects. Completed Audited Financials from FY 2002-2003 were distributed, delay due to moving in completing the audit. Brenda Trainor commented that at the recent Los Angeles hearing for the California PUC, for issues surrounding broadband deployment, she and Jasen attended and participated.

E.2.1. Staff are furiously working on the server and will begin installing the soundproofing in the studio to help battle the acoustics in the room.

E.3.1. Liaison report, City of Monrovia, Dick Singer - City excited about Ch 17/99 (Monrovia Government Affairs) programming possibilities that will take place with the playback move. Article on channel locations in the Monrovia Today again. Adelphia franchise fees have been paid to City and check for CMF has been delivered. Atrio buyer is very close and the new operator will begin operating the service around April 1st, changes should be seamless.

E.3.3. Community Services Commission, Dawne Dykstra reported.

E.3.4. Coordinating Council, Nina Rambeau reported. Let non-profits know that KGEM is available for their use.

G.1. New Business, benefits provided by CMF for commercial donations. CMF is looking to pull from company's marketing budgets and not donation budgets with this program.

G.2. New Business, access activities plan and budget, fiscal year 2004-2005. These documents are turned in to the City with a letter during late March requesting renewal of our contract. Amendment to list of productions to include the drama department productions at MHS. Motion: Tom Reale. Second: Dawne Dykstra. Vote: Unanimous

I. Adjournment, 7:57 PM

Minutes from videotape