



MINUTES

Regular Meeting of the Board of Directors Council Chambers

415 South Ivy Ave., Monrovia, CA 91016
Thursday, September 28, 2006, 7:00 PM

I. Convene Regular Meeting: meeting called to order at 7:20.

A. Roll Call: Board members: Tom Reale (Chair), Brenda Trainor (Vice-Chair), Peggy Madrid (Treasurer), ~~Scott Austin, Ward Calaway, Chris Ducas~~, Walt Shelly (Note: two vacancies)
Board Advisor, Time Warner —~~Jim Patriek~~
Board Advisor, Champion —~~Nancy Stinson~~
(strikeout indicates absence)

B. Approval of Minutes: August 10, 2006
On a motion from Trainor, seconded by Madrid, the minutes were approved without objection.

C. Presentations: None

D. Public Input: There were no speakers.

E. Reports

- E1. Executive Director Report
The ED's Report was distributed at the beginning of the meeting. Highlights include staff anniversary (Bailey Porter – 4 years); production and programming updates, Sierra Madre channel development plans; exception log distributed.
- Advanced Production Classes
- Lewis reviewed the plans for advanced production classes. Shelly asked about fees and criteria for participation. Classes are set to begin 23 Oct 06. Travel plans were presented to attend the Alliance for Community Media conference in San Jose in October. On a motion from Trainor, seconded by Madrid, the budget of up to \$1100 for the trip was approved. The Executive Director also reported that he and another staff member will be attending the upcoming Portable Media Conference.
- E2. Officers Reports:
- Chairperson
 - Treasurer/Finance Committee
- The budget sheets that were distributed at the meeting were discussed. On a motion from Trainor, seconded by Madrid, it was moved that the organization obtain a service agreement with a scope of work to fit within our budget limitations with an attorney. The motion was accepted by acclamation.
- The treasurer discussed the I Sold It! project as an excellent pilot of the effort than is ready for expansion.
- Bookkeeper staff position
- After discussion about staffing needs, on a motion by Madrid, seconded by Trainor, the board approved up to \$1000 per year for bookkeeper services.
- E3. Committee Reports
- Programming
- Shelly distributed promotional materials he created for the Friday night Family Festival booth. Shelly also suggested we staff a booth at the MAFA (Monrovia Arts Festival Association) booth, Oct 6, 7.- Fundraising

At the next fundraising committee meeting, there will be discussion about the corporate underwriting program.

The treasurer reported that there is a need to develop a wish-list for things and activities from volunteers and donors.

Discussion was held about a possible mixer with the Chamber of Commerce.

- Membership

New members have signed up at Friday night booth.

- Technical

Reale expressed appreciation to others for handling some technical issues, especially regarding playback. The staff has evaluated a number of options and presented a spending plan and priorities for equipment purchases. On a motion from Trainor, seconded by Madrid, the motion to approve the recommended \$5000 expenditure for equipment purchases was approved.

E4. Board Advisors' Reports.

E4-1 Time Warner Cable – Jim Patrick

E4-2 Board Advisor, Champion – Nancy Stinson

As both were absent, no reports were presented.

E5. Liaison Reports:

E5-1 Monrovia Unified School District, Chris Rich

MUSD Board member Rich was unable to attend, but Reale reported that he wanted people to know about Back to School night upcoming, and that the architects for the high school renovation would be in attendance.

E5-2 City of Monrovia, Dick Singer

Singer reported that Time Warner has notified him of upcoming rate and programming changes, noting that no changes to the PEG access channels were planned. He also reported about new state legislation (AB 2987) reminding that the impact will be felt by March 2008 when the Time Warner agreement expires. He reported that federal legislation may supersede state legislation.

Singer acknowledged that the new listings and photos of the community are an excellent addition to KGEM.

E5-3 Community Services Commission

No report was given.

F. Old Business:

F1. CMF Board Election

Ballots and membership forms are being distributed in anticipation of the upcoming Annual meeting.

G. New Business:

G1. Board Vacancies

There will be one vacancy after the election is complete. Trainor reported that she is working on recruitment of applicants.

H. Board Member Communications/Announcements.

Reale reported that his MUSD program is up for a Bravo Award.

Trainor reported that discussions are ensuing regarding possible CMF collaboration with MUSD for Proposition 49 funding.

I. Closed Session: **There was no closed session.**

J. Adjournment: **The meeting was adjourned at approximately 8:35pm.**

The next Regular Meeting of the Board of Directors will be the Annual Meeting on Thursday, October 12, 2006.
Council Chambers, Monrovia City Hall, 415 South Ivy Avenue, Monrovia, CA 91016

Community Media of the Foothills

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