



Community Media of the Foothills
MINUTES
Regular Meeting
of the Board of Directors
KGEM Studio 626 357-4974
847 East Olive Ave., Monrovia CA 91016
Monday, December 13th, 2021 at 7PM

Convene: Rena Delgado (Chair) 7:05PM

Roll Call:

Rena Delgado (Chair), **Dirk Beecham**, **Ward Calaway**, **Barbara Gholar**, **Marlene Gibb** (excused absence), **Robert Grimes**, **Chris Loos** (excused absence), **Douglas McComb**

CMF MISSION STATEMENT: To promote artistry, freedom of speech, and civic engagement by the use of community media.

A. Liaison Reports:

1. City of Monrovia – Council member Larry Spicer - no report tonight. Thanked CMF Board and Staff for all their time and work spent in 2021 for the community.

Doug McComb, Board Member, arrived to the meeting.

2. Community Services Commission – **David Palomares, Executive Director, reported for Julie Bank** - reported on Monrovia Tree Lighting event, Holiday Parade, and Santa Tour, Winter Issue of Monrovia Today, Monrovia New Year Eve's Events, 2022 Monrovia Youth Program Co-Ed Volleyball program, Monrovia Community Garden workshop, and expressed Happy Holidays from Community Services and Community Services Commission.

- B. Public Input:** Public comment will be accepted by e-mail to kgemtv@gmail.com before 5:00 p.m. December 13th, 2021. Public comment may be summarized in the interest of time, however the fun text will be provided to all Board of Directors. **No public input was received.**

C. CMF Consent Calendar:

1. **Adopt and file Minutes of October 25th, 2021 meeting - MOTIONED:** Barbara Gholar **SECONDED:** Ward Calaway - **MOTION CARRIES**
2. **Receive and File: October/November 2021 Financial Reports - MOTIONED:** Barbara Gholar / **SECONDED:** Robert Grimes - **MOTION CARRIES**

D. Operational Status Report:

David Palomares, Executive Director, Happy Holidays to all, **reported on** programs experienced October 26th, 2021 through December 13th, 2021, which includes shooting and editing of 13 shows. Studio was closed November 22nd to the 26th, 2021, for Thanksgiving. **Mr. Palomares** continued report with server issues, and an update on equipment replacements and service call needs, as well as working on connection with City Hall digital signage, and live and aerial shots. On December 10th we had an inspection with Giggle Fiber President, Mr. Herbert Villalobos,

regarding broadcasting issues previous to adding new server. Mr. Villalobos suggested we switch everything over to digital, and offered an equipment upgrade at Giggle Fiber's expense, so long as we split cost on digital broadcast equipment, which will allow us to broadcast in HD. It is infrastructure, so we will be reaching out to the City to help with the expenses. Any Giggle Fiber customer in Monrovia and Arcadia can now see our shows, which may broaden our viewership. **Mr. Palomares** also gave a 2021 Overview: We shot and produced 186 productions and City meetings in 2021, which is much more than any previous year.

Studio will be closed December 22, 2021 through January 3rd, 2022 for the Christmas Holiday.

David Palomares concluded his report thanking staff and everyone involved with KGEM, and the productions of 2021. Rena Delgado concurred.

David Palomares also reported on an emergency purchase made for a Maxcom Broadcast Transmitter/Receiver, mentioned above, which was needed to be able to continue broadcasts. Our outdated one, was no longer performing correctly. Spectrum has the same issue as Giggle Fiber, so it needed to be updated or changed out as well. and it too, is part of the infrastructure, as mentioned above. Without this equipment upgrade, we cannot broadcast our 3 channels to Spectrum. Cost was \$2,652.26, which includes a 20% discount, but due to the urgency of replacement, it needed to be replaced before the next board meeting, so the item was preordered.

RECOMMENDATION: Rena Delgado: RETRO-ACTION MOTION: To approve the above Maxcom Broadcast Transmitter/Receiver purchase due to urgency and availability issues.

Purchase Maxcom Broadcast Transmitter/Receiver for \$2,652.26 **MOTIONED: Rena Delgado / SECONDED: Doug McComb MOTION CARRIES**

Rena Delgado: Thanked **Ward Calaway** for his time as interim CMF Board Treasurer, until a replacement was found.

MOTION: Nomination of Robert Grimes for CMF Board Treasurer. MOTIONED: Rena Delgado / SECONDED: Ward Calaway MOTION CARRIES

David Palomares: Recommends attendance to the Alliance Community Media Convention in San Jose, CA on February 2022. We have time to put motion in at next meeting. **Rena Delgado** reported on her prior attendance. David entered 8 projects into awards categories. Conference dates: February 24th - 25th, 2022. A discount applies if we send 4 people.

Board and Staff Reports

Robert Grimes: Reported on Monrovia Film Festival proposal, the opportunity and benefit for both CMF and the Monrovia Community. **Rena Delgado** suggests the Board calendars a day for a Study Session, and that we review and update our by-laws, so that we may participate within the rules of the by-laws.

Board members, **Doug McComb, Dirk Beechman, and Barbara Gholar**, inject their own comments on this opportunity. **Robert Grime's** nonprofit will take on producing this project first, so CMF can have the time needed to prepare to take this project over the following year. The **CMF Board** encouraged **Mr. Grimes** to take the next step in continuing to pursue this opportunity, as the **CMF Board** researches feasibility of supporting and developing the production of a Monrovia Film Festival partnership. Research will be conducted on CMF by-laws, and modifications needed, to make this project an option worth considering.

Rena Delgado: Reported on ACM Weekly News Update - Call to action on Protecting Community Television Rights bill: Recommended Board members call Senators and representatives to request they become Co-Sponsors of this bill.

Rena Delgado: MOTION - TO ADJORN MEETING MOTIONED: Rena Delgado / **SECONDED:** Robert Grimes **MOTION CARRIES**

Adjourn Regular Meeting: Meeting adjourned at 7:59 pm (PST) The next meeting of the Board of Directors will be held on **Monday, January 10th, 2022, at 7:00 pm (PST).**

CORONAVIRUS DISEASE (COVID-19) ADVISORY

As a precaution to protect staff, our constituents, and public officials, in accordance with Executive Order N-29-20, and guidance from the California Department of Public Health on gatherings, there will NOT be a physical meeting location and all public participation will be electronic. Public participation is allowed in the following ways: Public comment will be accepted by email to kgemtv@gmail.com before 5:00 pm, on December 13th, 2021. The full text will be provided to all members of the board prior to the meeting and a summary will be provided during the meeting. Zoom teleconference link will be available by email request to kgemtv@gmail.com, before 5:00 pm on Monday, December 13th, 2021.