



Community Media of the Foothills
Minutes
Regular Meeting of the Board of Directors
Via ZOOM Teleconference
KGEM Studio 626 357-4974
847 East Olive Ave.,
Monrovia, CA 91016
Monday, January 11th, 2021

Convene: 7:00 PM Rena Delgado (Chair)

Roll Call:

Rena Delgado (Chair), Dirk Beecham, **Kiara Buckley (Absent)**, Ward Calaway, **Barbara Gholar (Absent)**, Chris Loos, Douglas McComb, Connie Mustang, **Yeryca Ramos (Absent)**

Liaison Reports:

City of Monrovia - Council Member - Larry Spicier

Community Services Commission - Julie Bank

Public Input: Public comment will be accepted by e-mail to kgemtv@gmail.com before 5:00 p.m. January 11th, 2021. Public comment may be summarized in the interest of time, however the full text will be provided to all Board of Directors. **No public input was received.**

CMF Consent Calendar:

Adopt the Minutes of November 16, 2020 meeting

DM Motioned / WC Seconded - Adopt & File Minutes - All agree, none oppose

Receive and file: November, December financial reports

WC Motioned / CL Seconded - Receive and File financials - All agree, none opposed

Discussion: Payroll Breakdown

RD states CLOSED SESSIONS will be discussed first. Meeting will reopen soon after.

Councilman, Larry Spicer, & Julie Banks leave the meeting.

Board and Staff Reports: Agenda items may have been discussed out of sequence due to closed sessions.

CLOSED SESSION:

Retain Legal Council: RD introduced Dennis Kasper, Attorney, of Lewis Brisbois, Bisgaard, & Smith LLP as CMF was advised, by John Moot, to retain our own legal representation regarding board meetings. **DM Motioned / DB Seconded Letter of Engagement to retain legal council, Dennis Kasper, of Lewis Brisbois, Bisgaard, & Smith LLP was approved by vote of Directors.** (see attached)

CLOSED SESSION:

increase of \$5,000 for Clifton, Larson, Allen LLP to complete forensic investigation report. RD Motioned / DM Seconded total Action was approved by vote of Directors.

CLOSED SESSION:

Designation of Board Officers Selection, and approval, of Chairperson, Vice Chairson, Treasure, and Secretary. A vote was taken so the seats will be filled as follows: Chair Person: Rena Delgado, Vice Chair: Barbara Gholar, Treasure: Kara Buckley, Secretary: Conn Mustang **Ayes: All Opposed: None** *Congratulations to all CMF Board Officers!*

Operational Status Report:

David Palomares, Executive Director, DP reported on the holiday closings for the studio, a new show entitled INSIDE MONROVIA, an update on the turnout for the Clifton class “Video and editing with your Smartphone”, studio shoot for Baldwin Park on Covid Antibody testing, a Dental Clinic video made for Foothill Unity Center, an upcoming video for retiring Duarte City Council Member John Fasana, an update on the Delgado Brothers’ LIVE studio Christmas Special, a COVID testing/press conference, and the latest studio renovation.

Studio Equipment Purchase:

Recommendation: **Motion to approve \$2,757.14 purchase for media storage equipment** that will support 3-5 years of media storage at our current use. **RD Motioned / CM Second ed. Approved by vote of Directors**

Programming Committee Recommendation:

Establish A Programming Committee that would help increase viewership and youth participation. **RD Motioned/ Seconded: CM Ayes: ALL Opposed: None** Motion Carried

RD thanked all Directors present for their dedication in staying for the full meeting, even though it ran late.

Adjourn Regular Meeting:

Meeting adjourned at 8:35 pm (PST) The next meeting of the Board of Directors will be held on **Monday, February 8, 2021 at 7:00 pm (PST), by Zoom Teleconference.**

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. Remove public participations is allowed in the following ways: Public comment will be accepted by email to kgemtv@gmail.com before 5:00 p, on February 11,2021. 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, February 11th, 2021

NOTES:

Liaison Reports:

Council Member, Larry Spicer:

- * City Council had it's first meeting, of the new year, Tuesday, January 5, 2021.
- * One item on their agenda: Levy tax on new hotel being built on Myrtle Avenue and Huntington Drive.
- * State of the City Report will be available by the end of the month. There will be CMF coverage.
- * There's an opening on the planning commission. Opportunity to apply will be closing on the 15th of January.
- * Planning Commission - conditional use permits - minor exception: 2 level housing unit
- * MAP edu Community meeting will be held on January 23rd, 2021 at 8 pm PST

Community Services, Julie Bank:

- * Community Service Winter program is ending and planning Spring programs.
- * New foundation: The Monrovia Parks, Wilderness, and Recreation Foundation.
- * Fund raise for all parks - Open Spaces - group
- * Tomorrow night, there will be a 7 pm Community Service Commission Meeting.
- * Reported on kids to seniors

CMF Consent Calendar:

Receiving Financial Discussion: **Payroll Breakdown:**

DM asked: "What are the payroll wages and can they be more specific with a breakdown in regards to the CMF staff?" For example: Include information of payroll raises for all employees. How many CMF full-time/part-time staff? What are their hours? How much do they receive monthly? **DM** suggested it be itemized. **DB** wants to know how many hours each employee has worked. **DP** stated he receives a salary, and he'll research regarding breakdown for the rest of the staff. **DP** stated he will check with accountant regarding modifying information to make it easier to understand. **DM** followed up wanting to know what we do know. **DB** stated: "We don't think these numbers are wrong, we'd just like to know what each one makes, and how many hours they work? **RD** stated, "It sounds like a motion should be made for itemized detailing on that information, but it doesn't sound like you have a problem with adapting the motion to approve, receive and file, of the November/December financials. So let's call for a vote - no one is objecting to accuracy of the report, you just want more detail."

ALL - YAYS OPPOSE - None

Board & Staff Reports:

CLOSED SESSION: Dennis Kasper, Atty - Dennis Kasper introduced himself. He stated the bulk of his clients are charities. He has been in this line of work for 30+ years. He has clients nationwide, but he resides locally. He will discuss specific steps that need to be taken regarding election, by-laws, and meeting decorum and methodology. **DM** informed the Board that Kasper's firm has 1400 attorneys, located in 52 cities, 29 states, and that Kasper has been licensed in California for the past 46 years. **RD** thanked **DM** for his research.

CLOSED SESSION REPORT: Actions Taken:

Motion was made to approve retaining Dennis Kasper of Lewis, Brisbois & Smith LLP. No discussion **Motioned: DM Seconded: DB In Favor: ALL Opposed: None Motion Carried**

David Palomares, Executive Director's Report

DP reported November 21st, **CL** is doing a show entitled INSIDE MONROVIA, which will become part of the regular line up. November 23rd through November 27, 2020, the studio was closed for Thanksgiving. 11/24 - Baldwin Park conducted an antibody testing shoot that was edited and aired by the 27th. Over 1000 people attended, November 24th, we premiered the Foothill Unity Center's recent Dental Clinic with USC Dental school. **CMF** is doing a video for retiring Duarte City Council Member John Fasana. November 30th, Clifton Zoom class was held entitled "Video & Editing on your Smart Phone." December 7-12th, students shared their work. The class was limited to a number of students, the next class will be unlimited. **DB** asked if any of those films will be shown on KGEM or KMAC? **DP** answered, No, the films weren't long enough to put on as a program. **DB** stated that because the next class would be unlimited, maybe now kids, from different schools, will participate. On December 18th The Delgado Brothers aired a LIVE in studio Christmas show. **DP** filmed and Chris switched, while still using proper social distancing procedures. **DM** asked if they wore masks? **DP** answered, yes, and stated that the whole band kept their mask on throughout the show. **DB** asked was there another Monrovia band? **DP** answered, Outrageous 8. **DB** stated that hopefully, after COVID, they'll open Jazz Session again. **DP** mentioned that we were fortunate to capture the Delgado Brothers. They won't be playing again until everyone is vaccinated. December 21 a crew video taped the Baldwin Park Covid testing and press conference, December 21 - January 1st, 2021. Studio was closed for renovation and updates. They have also been working with the green screen and readying equipment. State of the city is in process, it will done virtually. We have also been using the drone to fly through Monrovia for some of the footage. **DM** asked if it had great focus? **DP** answered 2.7k higher than Hi-Def equivalent to one of our drones but smaller. **DP** We are also discussing historical videos, virtual tours of homes, and sharing some of our footage to help the historical museum. There have been a lot of cancellations due to increase of CoVid, but we have had plenty of other projects to keep us busy. We have had a few close encounters with CoVid 19, but the staff is getting tested often, and the studio has purchased a thermometer so temperatures are taken daily. The studio is in the Phase 1C group for receiving CoVid vaccine shot, so we may be able to get inoculations by March through May. Our new promo video about the studio and reopening is in the works. **DP** Thanked the staff, they have been very good at being available, following CoVid protocols, and keeping us all safe. Operating during a Pandemic is like the Netflix's current hit "The Queen's Gambit". We have to map out and plan all our moves, while taking all the Covid-19 precautions in to consideration. Everyone is hopeful that the light at the end of the tunnel gets bigger and bigger.