



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, September 13th, 2021

Convene: 7:00 PM Rena Delgado (Chair)

Roll Call:

**Rena Delgado (Chair), Dirk Beecham, Ward Calaway, Barbara Gholar,
Chris Loos, Douglas McComb**

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

Liaison Reports:

City of Monrovia - Council Member - Larry Spicer - Absent

Community Services Commission - Julie Bank - reported on City's magazine, Fall issue: "Monrovia Today" now available, Canyon Park is open, City of Monrovia's Community Garden Pollinator Program, Lucinda Garcia Park meeting regarding park renovations, and concluded with EMPOWER Non-profit on-line auction results. Thanked everyone for their participation.

Public Input: Public comment will be accepted by e-mail to kgemtv@gmail.com before 5:00 p.m. September 13th, 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 and file Minutes of July 12th, 2021 meeting - MOTIONED: Doug McComb /
SECONDED: Chris Loos - **MOTION CARRIES**

Receive and File: July & August 2021 Financial Reports - MOTIONED: Rena Delgado /
SECONDED: Ward Calaway - **MOTION CARRIES**

Board and Staff Reports

Operational Status Report: David Palomares, Executive Director, David Palomares reported on programs experienced July 13th through September 13th which include shooting and editing: JULY: KGEM LIVE 4, Excellence in All Things, Monrovia Reads, Conversations with Ralph Walker: featuring Owen Brown, Unity Center's Betty McWilliams Retirement Event, 15th Annual MAP Block Party, AUGUST Foothill Unity's Mobile Dental Clinic, Monrovia PD National Night Out Event, Neighborhood Treasure: Unveiling of Leroy Buster Chris: Tuskegee Airman, hosted by Ralph Walker, premiered KGEM LIVE 4, hiring of Gabriel Thomas, senior of Monrovia High School, submitted the

required Annual Report for the City of Monrovia, which included the financials for the last 2 years. Foothill Unity's 41st Gala videos preparation, set-up for Live stream, filming KGEM LIVE 5, Crown of Courage, Good Libations, Excellence in All Things, SEPTEMBER The relaunch of Marlene Gibb's What Do You Do? Robert Grimes will co-produce. Two of our staff, Jared C and Jaylin Monsoon, have accepted employment elsewhere, in San Francisco. This leaves us a little short-handed, so we are actively looking for help. Streaming of City Meetings are currently being done by Chris, until we find a replacement. So please be patient with our staff right now, as we are short-handed. The 20th Anniversary of September 11th event, and a report on the Election status and ballot return date. Annual meeting will be on October 25th, 2021. Latest 2021 financial status should be available at the next meeting. Two people will be running for re-election: Ward Calaway and Doug McComb. Server update: Due to supply shortages, our server equipment has been delayed, but should arrive by Friday, and hopefully we will be able to give an update that everything is running smoothly by the next board meeting, enabling us to submit the invoice to the City of Monrovia. Encouraged everyone to go to the station's YOUTUBE page, view the content, and leave comments.

REPORT BY DAVID PALOMARES REGARDING NAB CONVENTION: The annual National Association of Broadcasting (NAB) convention is to be held in Las Vegas this October 9th - 13th. David Palomares gave an overview on last year's attendance, why it is necessary for the staff to attend this year, what we expect to see and learn, and the expected expense.

QUESTION: Dirk Beecham - I've always wanted to attend a NAB convention. How can a board member attend if they pay for their own pass?

David Palomares encouraged Board Members to attend the "Lives of Community Medias", which is much closer, and will have more information pertaining to the business and status of our media.

Preliminary estimate for NAB attendance for Executive Director and Staff is \$1,300.00.

Rena Delgado: MOTION - To approve the attendance for Executive Director, David Palomares, and Staff to NAB 2021, to research equipment needs and to gain knowledge that will only enhance our fulfillment of filming obligations to the City. MOTIONED: Rena Delgado SECONDED: Ward Calaway MOTION CARRIES

Board and Staff Reports

Douglas McComb: Referred Riley the Magician to apply as a part-time staff member or volunteer intern. Horror Kung Fu Theater presses on, and just filmed their 1138 episode.

Barbara Gholar: Update on study session from August 19th: CMF Board Members titles listed whenever filmed, reaching out to non-profits to offer space for their promo, station promos for existing shows, review our committees, restated importance of mission statement regularity, review our membership lists and create a membership committee, Board members called to action on bringing in new members.

Chris Loos: Suggested adding specifics on membership forms (working with cameras, editing, hosting, administrative, accounting, etc.) so members are placed according to their interests / strengths.

Dirk Beechum: Suggested Friday Night Street Fair Membership Drive / CMF Employment Opportunity Booth. Dirk Beechum offered to run it.

Barbara Gholar: Revitalization of current, and future, memberships to bring awareness of the benefits of CMF membership to potential members, while showing appreciation to current members, in order to increase involvement and interest.

Douglas McComb: Friday Street Fair Membership Raffle, and have a show on CMF membership importance.

Rena Delgado: Nominated **Dirk Beechem** to be membership chair, praised **Barbara Gholar** and **Dirk Beechum** on membership ideas. Agreed CMF Director PSA should be done, and suggested for inclusion on CMF sizzle reel, and maybe also as a stand-alone segment. Discuss at next meeting for approval.

Chris Loos: Thanked Barbara for “non-legal” meeting comments, as these needs require attention as well, and was grateful for the conversation and ideas it sparked.

Douglas McComb: Would like something on KGOV to air about CMF benefits. We may get more board members and memberships that way.

Ward Calaway: Do we have description of benefits on why to be a member?

Rena Delgado: Good idea, maybe just a single page, like the Board of Directors page, with the duties of what membership is. Maybe it can be created by the Membership Committee, or someone who would like to contribute. Encourages **Dirk Beechum's** idea of a Friday Night Street Fair CMF booth, with Friday Night youth: providing camera and mic time for our community and the youth to become more involved.

Chris Loos: Regarding email addressing Board of Director duties and orientation study session check list: better clarity the mission statement and how it defines organization's purpose. Discuss what membership has to offer them, and include active memberships, as well as donor members, with an emphasis on active memberships.

Rena Delgado: Possibility of an additional study session? Gave an idea of current membership activity by using previous special election results, which signified the level of engagement of current membership. We can use this information to help us in our quest to increase membership.

Barbara Gholar: How do we engage members? A once a year election is not enough. We need to redefine, and highlight, benefits of membership to get others to join in and to sustain current members.

Douglas McComb: That's why we need a Street Fair booth: to increase interns and volunteers to assist staff in being overwhelmed.

Rena Delgado: We have started moving toward more participation to get us on track with these ideas. Your participation and presence is vital, as well as your contribution and voice. Next meeting will be our Annual Reports Meeting and Election results for the two board members up for re-election: **Ward Calaway** and **Doug McComb**, Monday, October 25th, 2021, at 7 pm. We will not have our regular scheduled meeting on the 2nd Monday of the month, as the October meetings are usually at the end of the month due to elections.

Rena Delgado: MOTION - TO ADJORN MEETING

MOTIONED: Ward Calaway / **SECONDED:** Chris Loos **MOTION CARRIES**

Adjourn Regular Meeting: Meeting adjourned at 8:06 pm (PST) The next meeting of the Board of Directors will be held on **Monday, October 25th, 2021, at 7:00 pm (PST)**, via ZOOM.

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 participations is allowed in the following ways: Public comment will be accepted by email to kgemtv@gmail.com before 5:00 pm, on May 10th, 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, May 10th, 2021.