



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, March 21st, 2022**

**Convene:** Rena Delgado (Chair) 7:05PM

Roll Call:

**Rena Delgado** (Chair), **Robert Grimes** (Treasurer), **Dirk Beecham**, **Ward Calaway**, Barbara Gholar (excused absence), **Marlene Gibb**, **Chris Loos**, **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** (absent)
2. **Community Services Commission – Julie Bank** - reported on The Spring Egg Hunt & Healthy Kids Day, Monrovia Days Celebration & Parade, Senior Programs, Kids Programs, and concluded with Monrovia Today is going to be back in print starting next month.

- B. Public Input:** Public comment will be accepted by e-mail to [kgemtv@gmail.com](mailto:kgemtv@gmail.com) before 5:00 p.m. January 10th, 2022. Public comment may be summarized in the interest of time, however the full text will be provided to all Board of Directors.

**Julie Bank** - on behalf of Clifton Middle School, announced “13, the Musical” will be showcasing on May 4 and 6th, 2022 at Clifton Middle School.

There were no more public comments.

**C. CMF Consent Calendar:**

**Adopt and file Minutes of December 13, 2021 meeting - MOTIONED:** Rena Delgado  
**SECONDED:** Robert Grimes - **MOTION CARRIES** No Discussion

**Adopt and file Minutes of January 10th, 2022 meeting, with modifications regarding verbiage used for excused early departures - MOTIONED:** Rena Delgado **SECONDED:** Ward Calaway - **MOTION CARRIES**

- D. Receive and File: January/February 2022 Financial Reports - MOTIONED:** Robert Grimes / **SECONDED:** Dirk Beecham - **MOTION CARRIES**

**Operational Status Report:** David Palomares, Executive Director, reported on CMF projects and experiences January 11th, 2022 through March 21st, 2022, which included the Monrovia State of the City event, By-laws, policy, and procedures update regarding the Buskee Group, purchase of a Mac laptop for the Monrovia State of the City event, update on Bernstein Group

status regarding public information, Flashback Fridays, Duarte State of the City & Schools' Address, status on the final invoice to City of Monrovia, BTV, City of Duarte R.F.P, Annual Monrovia Access Activity Plan and Budget Fiscal Year for 2021/22, and concluded with an update on promos in production.

**Agenda Item # 2 David Palomares, Executive Director** provides an update on the DNO, and Kinsdale, insurance policies.

**MOTION: To approve the DNO insurance policy 2022 as presented: monthly payments.**

**MOTION:** Rena Delgado **SECONDED:** Marlene Gibb **MOTION CARRIES**

**David Palomares, Executive Director** provided an update on Monrovia City Contract Extension.

**MOTION: To accept the contract extension on the Monrovia City Contract on the same terms.**

**MOTION:** Robert Grimes **SECONDED:** Doug McComb **MOTION CARRIES**

**David Palomares, Executive Director** provides information regarding purchase of the Mac Laptop needed for the Monrovia State of the City streaming event.

**RETRO-ACTIVE MOTION: To approve the \$2,200 purchase of an Apple Mac Laptop that was needed in order to live-stream the Monrovia State of the City Address** **MOTION:** Doug McComb **SECONDED:** Ward Calaway **MOTION CARRIES**

**David Palomares, Executive Director** provides an update regarding the attendance of the Western Alliance for Community Media Conference in San Jose.

**MOTION: To approve the \$2,500 cost of attendance for 4 people to the ACM Conference** **MOTIONED:** Doug McComb / **SECONDED:** Rena Delgado **MOTION CARRIES**

**MOTIONED:** Doug McComb / **SECONDED:** Rena Delgado **MOTION CARRIES**

**Rena Delgado:** provides update on working with the Buske Group regarding updating the By-laws, policies, and procedures.

**MOTION: To approve the Buske Group updating the By-laws, policies, and procedures in an amount not to exceed \$4,500.** **MOTIONED:** Rena Delgado **SECONDED:** Chris Loos **MOTION CARRIES**

**David Palomares:** provides update regarding Bernstein Crisis Management, and the cost of retainer and consultation (\$3,500).

**RETROACTIVE MOTION: To approve the hiring of the Bernstein Crisis Management in an amount not to exceed \$3,500 to provide crisis management as discussed.** **MOTIONED:** Rena Delgado **SECONDED:** Doug McComb **MOTION CARRIES**

**David Palomares, Executive Director,** provides an update regarding the attendance of the Western Alliance for Community Media Conference in San Jose.

E. **Board and Staff Reports:**

**Robert Grimes:** Reported on Monrovia Film Festival's youth participation.

Time was provided for members to discuss increasing youth participation at CMF.

**Rena Delgado: MOTION - TO ADJORN MEETING** **MOTIONED:** Rena Delgado /

**SECONDED: Chris Loos MOTION CARRIES**

**Adjourn Regular Meeting:** Meeting adjourned at 9:12 pm (PST) The next meeting of the Board of Directors will be held on **Monday, May 9th, 2022, at 7:00 pm (PST)** via TBA.

**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](mailto:kgemtv@gmail.com) before 5:00 pm, on May 9th, 2022. 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](mailto:kgemtv@gmail.com), before 5:00 pm on Monday, May 9th, 2022.