



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 8th, 2021

Convene: 7:00 PM Rena Delgado (Chair)

Roll Call:

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

Liaison Reports:

City of Monrovia - Council Member - Larry Spicier - *HAPPY 29th ANNIVERSARY to the Spiciers!* Larry reported Public Works Director, Sean, leaving Monrovia to accept position in Big Bear, April 01, 2021.

Community Services Commission - Julie Bank - reported on *Monrovia Today* on-line, and also shared that *Monrovia Canyon Park Volunteers* just received a prestigious award for their amazing work.

Public Input: Public comment will be accepted by e-mail to kgemtv@gmail.com before 5:00 p.m. March 8th, 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 February 08, 2021 meeting - **Barbara Gholar** questioned about initials in minutes. **Rena Delgado** stated we can use full names in the minutes from this point forward. **Connie Mustang Motioned / Ward Calaway Seconded** - Adopt & File Minutes - All agree, none oppose

Douglas McComb joined the meeting.

Receive and file: February 2021 financial reports **Ward Calaway Motioned / Barbara Gholar Seconded** - Receive and File financials - All agree, none opposed

Board and Staff Reports

Operational Status Report: **David Palomares, Executive Director**
DP reported on status on programming: Feb 20 shot *Horror Kung Fu Theater*, Night Shadow, Feb 22nd, shot episode for *Monrovia Live* regarding Monrovia Fire Department Training, explained *Monrovia Live* program, Feb 23rd, completed 2nd series of *Monrovia Reads*, special thank you to the Monrovia Library, and Nanette, who helped promote the studio on this project, Feb 26th shot B-roll for *Monrovia Historic Preservation Group* Virtual Home Tour event, March 5th, shot interview of John Lasagno, former Mayor and City Councilmember of Duarte, and his wife, Chris, regarding his retirement, March 8th, received CMF audited financials, March 8th, 2nd ZOOM class for Clifton Arts Academy, his upcoming

personal project, *Fly By Monrovia*, is near completion, Covid 19 updates and he will get back to us on protocol regarding vaccinations, and concluded report with informing the group that 2 staff members will make presentations in tonight's meeting regarding play off server and website, social media, and marketing.

Continuing post production of Ralph's show was also conducted in March, and that concludes the Operational Status Report.

Rena Delgado introduced **Chris Luten** with his presentation on play out server and technical report.

Chris Luten, Operations Manager, reports that CMF's current server is out-dated, has been causing problems with audio, and needs replacement, so we are looking to upgrade. Chris reports on all the avenues being pursued that are available currently, including the challenges the pandemic is causing in this pursuit. He also explains what the server is, and why we need to keep our servers up to par. David Palomares and Rena Delgado add additional information on this report. Chris concludes with a quote he received on what we can expect the investment to cost, and Rena Delgado suggests that maybe the city can become involved to get a better feed.

Rena Delgado introduces **Brian G** with his report on the website, social media, and marketing.

Brian G reports preliminary plans on redesigning CMF's website, intertwined with information on marketing and social media ideas. **Brian G** discussed what the site is currently, the traffic and analytics on the site, and compared how it holds up to other studio websites. **David Palomares** added additional information on some of the progress of this process, and the Board's inclusion. **Chris Loos** added to the conversation and volunteered to be a part of the process. **Brian G** concluded with the short term goals.

Barbara Gholar, Reported that Change Makers put out Save the Date, March 24th, at 6 pm, link for the *ZOOM/Facebook Live for Betty Sanford tribute*. More details to follow. **David Palomares** stated CMF will broadcast it. **Rena Delgado** and **Barbara Gholar** gave a brief description on the Sanfords.

Programming Committee Update: Douglas McComb stated they are still holding discussions, but haven't been able to meet up. **Douglas McComb** stated he believes the station should remain neutral on current events. **Dirk Beechum** stated he and **Ralph Walker** are starting up a news oriented show. **Douglas McComb** says that's fine, he just feels the station should not adopt a political stance. **Chris Loos** stated they haven't been able to gather but he looks forward to how he can be of service to a programing committee.

Connie Mustang reported on the *ZOOM Coordinating Council Meeting* she attended, which focused on the rise of people effected with Mental Health problems, especially due to lockdown and the pandemic. Suicide prevention was discussed, as well as the events of the various nonprofits from the representatives present. Many of the upcoming events will focus on proper mental health. KGEM was mentioned by a couple of the nonprofits for events that we had participated in.

Rena Delgado, closed session for personnel matter will be tabled for April meeting due to the lateness of this meeting. Strategic plan is forthcoming, as well as the proposal, hopefully by April, so the closed session will be tabled for our next meeting.

Thanked all Directors present for their dedication, interaction, and respect towards listening to all opinions and comments presented.

Adjourn Regular Meeting: Meeting adjourned at 8:38 pm (PST) The next meeting of the Board of Directors will be held on **Monday, April 12th, 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 March 8th,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, March 8th, 2021