

COMMUNITY MEDIA CENTER OF MARIN

Board of Directors Meeting

May 22, 2008

College of Marin

835 College Ave.

Kentfield, CA.

4:00 pm – 6:00 pm

Staff Lounge 1st Floor Student Services Building

Draft Minutes

A. Call Meeting to Order – Bruce Bagnoli 4:08 PM

B. Agenda Approval -

5 Minutes

Amend agenda – Move Bagnoli MTA report ahead of Thornton MTA report to accommodate Thornton's schedule.

Move – Lynn Borenstein

2nd – Jim Geraghty

approved by acclamation

C. Approve Minutes of April 24, 2008 Board Meeting

5 Minutes

Move – Jim Geraghty

2nd – Flor Emert

approved by acclamation

D. MTA Report

10 Minutes

1. Bruce Bagnoli, CMCM Board Chairperson

CMCM Board members attended the last MTA meeting and are encouraged to attend future meeting to build relationships. Connection for the IP Switch between COM and the Civic Center to carry the video signal. MTA management of Connection Switch System and will pay the expenses for the first two years of operation.

College of Marin (COM) presentation: The board want a fair exchange of resources and indemnification. There are still many details being flushed out and worked on. In the interim a limited facilities agreement with the Marin County Civic Center will be in place to satisfy the Comcast /MTA contract.

2. Barbara Thornton, MTA Executive Director

Next MTA meeting June 9 and it is possible for A DAP agreement to be on the agenda.

Weekend Programing; Comcast has agreed and we will be able to broadcast from the Marin Civic Center when all connections are in place. Programming for weekends is still being worked out and will either be done by Comcast or the members of the transition team lead by MAAC. I'm talking to the community to get them interested in programing.

E. Public Comment

10 Minutes

Norm Carlin – Concerned about the MTA getting involved in programing and promotion of open air time to selected people. Suggests public announcement for open airtime on weekends.

E. Public Comment continued

Peter Fanck – CMCM should be promoting open space/time on Public Access channels not representatives of the MTA.

F. Old Business

25 Minutes

1. Finance and Budget Committee Report –Gregg Clark
 - a. Recommend approval of Financial Policies
Trish Hibben suggested that the page 6 requirement of signatures for checks over \$2000 by Board executive be a responsibility of the finance committee.

Move – Jim Geraghty

2nd – Janette Gitler

approved by acclamation

- b. Report on other Committee activities
 - i. Selection of Bank, CPA, Bookkeeping,
Gregg Clarke – Bank Criteria - reported that criteria has been identified for selection of a bank for CMCM. The criteria: community involvement, services, payroll and interest rate. Accounting and bookkeeping referrals experienced with non-profits will be brought forth at a future meeting.
 - ii. Development of Investment Policy Statement: The draft investment policy statement for money management direction will also be presented soon for board approval.

MOVED TO CLOSE SESSION 4:45 pm

MOVED OUT OF CLOSED SESSION 5:45 pm

ACTION – CMCM conference call meeting to work on and send forward DAP Agreement

moved - Flor A. Emert

2nd – Bill Sims

approved by acclamation

2. Executive Director Employment Agreement Report – Bruce Bagnoli
Employment agreement accepted by Michael Eisenmenger contingent on DAP being in place. Board members Lynn Bornstein and Mark Essman will assist Eisenmenger with housing search. Eisenmenger has been in DAP discussions with committee.
3. Transition Committee Report --- Janette Gitler
The committee is on hold waiting for CMCM executive director and finalized DAP agreement. Then planning for meeting with show producers and CMCM Transition committee members.

**G. New Business
Minutes**

10

1. Initial Discussion/Conflict of Interest Policy – Bill Sims
 - a. Needed for IRS filing
Sims suggested the IRS rules be used as the basic policy. The basic conflict being a person with a financial interest in an action. The policy needs to be renewed annually
Moved – Jim Geraghty
2nd - Larry Paul

- approved by acclamation
2. Notice of date of next meeting-June 26,2008, 4 -6 PM
College of Marin Student Services – staff lounge

I. Adjournment at 6:10 pm
moved – Bill Sims
2nd – Janette Gitler
approved by acclamation