

COMMUNITY MEDIA CENTER OF MARIN

Board of Directors Meeting

Thursday August 27, 2015
CMCM 819 A Street, San Rafael
DRAFT Minutes/Report

A. Call Meeting to Order – Bruce Bagnoli 4:10 PM

Cynthia Abbott P
Bruce Bagnoli - P
Chair P Gregg Clarke, Vice Chair
Frank Crosby P
Jim Geraghty, Secretary
Dane Lancaster
Jim McCann P
John Morrison -P
Larry Paul P
Bill Sims, Treasurer - P
Steven Tulsy
Brad Van Alstyne
Lawrence Strick - P
Michael Wolpert - P
Barbara Coler - P

**B. Approve Agenda & Minutes Approve Agenda
M/Sims 2nd/Wolpert**

C. Executive Director Updates – 30 minutes

CMCM ED Report - August 2015

Center, Productions and Staff work

Scott, Alejandro and Michael attended the Alliance for Community Media conference in Pasadena for three days. A mix of very helpful panels for PEG centers and useful meetings for staff who hadn't attended before. Michael also moderated a panel "Rise of OTT" which was well attended (full).

CMCM is sending a letter to the FCC in relation to their upcoming Multichannel Video Programming Distributor rulemaking (DN 14-261).

Michael also spoke with vendors and started pricing out master control equipment slated for purchase installation later in this fiscal year.

CMCM Studio rebuild slated for last week of September, immediately after LWV debates - will be closed for one week.

A/C failure in Master Control provided a heat stress test on every server we use (everything survived), we now have a temp monitor installed that sends SMS alerts. HVAC company on call - do they ever show up?

CMCM web and email services experiencing sporadic outages due to DOS attacks on our hosting provider. Hopefully this will pass soon.

Two key staff have vacations (Megan) and a wedding (Scott) in September - the rest of us are trying to keep our plates fairly clear to be able to double up on tasks while others are away. New courses on tap for the Fall (with videos intros):

Work-In-Progress Wednesday <https://www.youtube.com/watch?v=9OtmnReBHB4>

Introduction to Interview Skills <https://www.youtube.com/watch?v=x9zVEr7FX3M>

The Art of the Film Score <https://www.youtube.com/watch?v=7P5mpobyRR4>

Field Camera Transition: Z5 to X70

Education Updates (via Scott)

Marin Media Corp Summer MMC students have left. Several graduated in May and are now going to college. Number of active MMC students now at 3. Turnover has been very high (graduation, moving, only for the summer etc). More success seen with other organizations sending students to us for 'internships'. Media Corps membership plus they are assigned to a show and also get resume help and informational interviews.

We currently have one student from Terra Linda High fulfilling an internship, (crewing on the show OMG: Teens!, see below)

Education Coordinator Internship: Patrick Davis, Dominican University Has completed his Dominican internship for college credit. Possibility of hiring him on for further services (MMC outreach, and development, but also editing and some production work).

Sports Camp - Filmed 6 live games. By the end of it, the high schoolers were literally running the whole show by themselves. To illustrate this point, when the play-by-play person got sick, Scott stood in to do play-by-play and had no supervision over the broadcast whatsoever. All games will be online soon, here is the list so far:

July 2 - <https://youtu.be/ISXOdfi7gjo> (Zack Pace pitches around 2:15:00)

July 7 - <https://youtu.be/glYWfvtjNXM> (9-1 win)

July 9 - <http://youtu.be/OjAP1ae5RX0> (rainy game) Will try to coordinate a field trip visit to a professional production this fall (Giants game or similar).

Sandra Grimshaw - MMC student New show, OMG: Teens! starting at CMCM as a community studio production. Scott will start accompanying her to various PTA meetings to show this program and also plug CMCM programs for greater parent awareness.

Government Updates

MCE approved a CMCM equipment installation proposal - slated for October?

There have been County Mental Health screenings/meetings at CMCM. The Marin Mental Health shows are in the final round of editing. Episode 1 of the English show is complete. Others to rapidly be completed this week and next. Still not public yet, but if you would like to view please send a request to scott@cmcm.tv Communications Forum Presentation planned for County today (Scott/Alejandro) see video: https://www.youtube.com/watch?v=9zvWt_lly3E

Still awaiting word from San Rafael on their equipment improvement plans Helped Sausalito rebuild their video system after dismantling for carpet installation.

Upcoming Government shoots Three Larkspur Town Hall Meetings (Sept/Oct/Nov) Eight LWV debates in studio at end of September

Capital Improvements

No major changes since the capital plan accounting from last month's report, though we are still filling out field and studio purchases which are nearly complete (about 75%). Initial discussions and pricing with Vendors in Pasadena indicate that the Master Control estimates in our capital plan will be fairly accurate (230K). We'll be looking at that work toward the end of the 2015/16 fiscal year as time allows. For new equipment to go into our rotation, it first has to be put into well protected kits, inventoried, engraved, entered and made available in the equipment checkout database and then new curricula for courses created - hence the slow methodical approach to the task. Every component takes coordination between different staff and scheduling that around current workloads does slow the process. New field camera kits launched this month and we anticipate the new studio setup and trainings will begin in early October. End of year accounting - not yet! The finance reports are fairly accurate but there will be some adjustments once Amy and I have a chance to bring everything up to date and close out the FY. She's had a change of living arrangements and we're giving things a chance to settle down.

D. Other Business

MTA Report - the MTA strategic planning retreat was still being scheduled - maybe January. Also noted that a letter would be sent to Comcast/AT&T requesting transfer of franchise/PEG fees directly to Larkspur.

F. Closed session if necessary – Board discussion of Letter to the MTA concerning Larkspur.

G. New Actionable Business – NONE

Upcoming 2015 CMCM Board Meeting Dates: Sept 24, Oct 22, Nov/Dec TBA

H. Adjourn the meeting
M/Sims - 2nd/Wolpert

These minutes are in draft form until approved by the board.