

COMMUNITY MEDIA CENTER OF MARIN

Board of Directors Meeting
Thursday Sept., 23 2010
819 A Street, San Rafael
4:00 pm – 6:00 pm

Draft Minutes

A. Call Meeting to Order – Bruce Bagnoli – 4:12 PM

Bruce Bagnoli - *Chairperson - P*
Lynn Bornstein - A
Larry Bragman - P
Gregg Clarke - P
Frank Crosby - P
Linda Davis - retreated
Flor Emert - *Vice Chairperson- P*
Business/Chamber Position not filled
Jim Geraghty - *Secretary- P*
Janette Gitler - P
Trish Hibben - P
Dane Lancaster - A
George J. Rodericks - P
Larry Paul - P
Bill Sims - *Treasurer – P*
Michael Eisenmenger Executive Director – P (non-voting)

B. Agenda Approval - 5 Minutes **M/Geraghty – 2nd/Sims – Approved**

C. Initial Public Comment - 5 Minutes - none

D. Approve Minutes of Board Meeting - 5 Minutes **June 26, 2010 - minutes** **M/Bragman – 2nd/Clarke – Approved** **August 26, 2010 – minutes** **M/Lancaster – 2nd/Rodericks - Approved**

E. Executive Director Report - 30 Minutes

- CMCM Member Meeting and Board Elections Update.
We are preparing for the October Annual Member Meeting/Elections.
CMCM nominations will be sent.
Public notice will be placed.
Nominations are due on October 12.
- CMCM Audit status.
We are beginning our yearly audit.
- CMCM upcoming events.
Scott Calhoun will be shooting the San Rafael City council meetings
LWV election debates will be shot in the CMCM studio.
CMCM speaker series begins October 16
The Dominican Speaker series will show Wednesdays at 8 PM
- CMCM Staff Updates

Lindsay Hassert is our new Member Services Coordinator
Victoria Long has been building our Basecamp Project Management tool to better coordinate out many programs and outreach efforts
Richard Alejandro will be shooting directors during the Mill Valley Film Festival and broadcast on Channel 26
Sam Long is getting quotes and streaming packages from Earth Channel for web-streaming government broadcasts live. They will be about half the cost of Granicus (currently being used by the county) The encoder will cost \$2,000 and the monthly fee will run about \$300- \$400

G. Old Business - 50 Minutes

- Finance Committee Report
 - *Update* - Sims, DIVCA State franchise, MTA legal analysis will meet with CMCM finance committee to discuss, evaluate and plan.
 - Draft Audit Accounting Procedures manual is being review by the CPA and is looking good.
 - No progress to change Paychex to in-house via our bookkeeper.

- Outreach/Development Committee Report
 - *Update and Committee meeting to follow board meeting in #21*
 - *Commision on Aging will tour CMCM facilities.*
 - *November 17, 40 Filmmakers will be hosted at CMCM to develop relations with Marin's industry leaders*
 - *Continue to develop the CMCM Speaker group that will go out and talk to rotaries and other civic groups*
 - *Business membership/sponsorship program will be developed*
- Board Governance
 - *Chamber position in need of being filled (meeting SR chamber on 30th).*
 - *Review Board appointments and other board renewals*
- MTA Report - Barbara Thornton –
 - Next meeting is an off-site workshop meeting on October 13, 5 – 9 PM at the Mill Valley Community Center Terrace Room. Legal Council will present a DIVCA Report that will be shared with the CMCM Board. The discussion will include a look at Revenue change.
 - Will be working with CMCM Michael Eisenmenger to develop the Earth Channel opportunities for the member cities.

G. Public Comment - 10 Minutes - none

H. New Actionable Business - 15 Minutes

- Date and Time for next Board meeting – The Thursday, Oct 28th, 2010, meeting is canceled. The November and December meeting will be combined on December 9 at 4 PM at CMCM, 819 A St.
 Note – there is a mandatory board session after the member meeting Oct 30th at noon, an the MYC
 The Annual Membership meeting is Saturday October 30th at 10 AM – 12 noon

- Executive Session - If necessary - none

- I. **Adjournment at 5:35 PM**
M/Geraghty – 2nd/Gitler approved

These minutes are a draft and subject to change.