

COMMUNITY MEDIA CENTER OF MARIN
Board of Directors Meeting
Thursday Dec. 9th 2010
819 A Street, San Rafael
4:00 pm – 6:00 pm
Minutes

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

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

B. Agenda Approval - 5 Minutes

M/Geraghty – 2nd/Gitler - approved

C. Initial Public Comment - 5 Minutes

Peggy Day – West Marin Community Television has great interest with many talented artists, writers and producers ready to begin creating shows. We ask for some help for trainings offered in West Marin, three hours dedicated to West Marin shows and equipment donations.

D. Approve Minutes of Board Meeting - 5 Minutes

M/Gitler – 2nd/Paul – approved

E. Executive Director Report - 30 Minutes

- CMCM Board positions update – New Board Director, Sarah Darcey-Martin
- CMCM Audit/Reporting status – the audit is being finalized, the draft was sent to the Finance Committee
- West Marin Plans/Discussions – CMCM has had talks with West Marin's cable provider Horizon.
- Sam Long will be installing a new and improved 4 channel server the cost is \$7,500 with trade in.

E.1. Approve the purchase of new Princeton 4 Channel server for the amount of \$7,500

M/Sims – 2nd/Geraghty - approved

- City Work – Mill Valley / San Rafael / more – Mill Valley has their camera system installed and has web-streamed their meeting where the new mayor was selected by the council. They were very happy. San Rafael's camera installation will begin in January
- Comcast Insert – on CMCM channel promotions – went out in the last bill.
- CMCM past/upcoming events – CMCM will be programing a number of holiday shows, and has also

- CMCM Staff Updates – Staff produced a CMCM Promotional spot with member-volunteers
- Holiday Schedule – CMCM will be closed the week between the Christmas and New Year
- ATT went ahead with an unauthorized fiber installation into ED Office at 819 A St.

G. Old Business - 50 Minutes

• Finance Committee Report/Actions – Sims -

- Update, Payroll/HR changes – **Recommend to approve Amy Richards**, our current bookkeeper, in taking over payroll duties from Paychex. An extensive reference and background investigation was completed and she comes highly recommended.

M/Clarke – 2nd/Geraghty - Approved

• Outreach/Development Committee Report – Emert – Met with M. Rubino and suggest that we hold a tour of the media center for all the convenors and those involved in the early efforts to start a community media center.

There is continuing outreach into the community, PG&E, Marin County Commission on Aging.

Membership for Business as supporters or sponsors. We will be developing a menu, designating levels of giving as well as determine a benefits package that relates to the giving levels.

The Producer Event was a great success with reconnecting and introducing the center. There will be follow up communication to further develop relationships.

• MTA Report – Thornton -

Mill Valley, San Rafael and San Anselmo are on track for video capabilities in their chambers.

MTA's next meeting is January 12th at CMCM with a presentation on DIVCA. Sue Buske is working up a “financials benefit” of state vs local franchise for the finance and policy and expect the decision to be on the February agenda.

G. Public Comment - 10 Minutes - none

H. New Actionable Business - 15 Minutes

Staff Holiday Bonus – Distribute bonuses based on ED's determination in accordance with position and precedent.

M/Gitler – 2nd/Sims - Approved

- Date and Time for next Board meeting – Thursday, Jan, 27, 2011
- Executive Session - If necessary

I. Adjournment at 6:05 PM

M/Geraghty – 2nd/Gitler Approved

These minutes are draft and subject to change.