

COMMUNITY MEDIA CENTER OF MARIN

*Board of Directors Meeting
Thursday, December 3rd, 2009
819 A Street, San Rafael
4:00 pm – 6:00 pm*

Minutes

A. Call Meeting to Order – Bruce Bagnoli – 4:11 PM with introduction of new director, Lawrence Bragman

CMCM Board Members

- Bruce Bagnoli, Chair – P
- Bill Sims, Treasurer – P
- Larry Paul – P
- Trish Hibben – P
- Janette Gitler – A
- Flor Emert, Vice Chair – P
- Linda Davis – P
- Lawrence Bragman - P
- Gregg Clarke – P
- Lynn Bornstein – A
- Frank Crosby – P
- Mark Essman – A
- Jim Geraghty, Secretary – P
- Dane Lancaster – P
- George Rodericks – A
- Michael Eisenmenger, Executive Director – P - non-voting

B. Agenda Approval - 5 Minutes

M/Sims - 2nd/Davis - APPROVED

C. Initial Public Comment - 5 Minutes - none

D. Approve Minutes of Board Meeting - 5 Minutes

M/Sima – 2nd/Hibben - APPROVED

E. Executive Director Report - 30 Minutes

- CMCM updates/trainings – Training are continuing on a weekly basis and fill up quickly after announcement.

ED attended the Sacramento PEG meeting. DIVCO is state franchise. As a result of DIVCO, 41 PEG centers have closed. ATT via the state franchise will be paying 1% of the franchise fee directly to PEG centers. There is movement nationally for a federal franchise.

The Staff is attending a Bay Area meeting, looking at software tool sets. Database development to intergrate organizational tools. The Denver Open Media initiative is developing custom Civic CRM modules and other modules that will intergrate with our website database.

- MTA Report and Planning for the 2010 work plan

- AT&T U-verse launch Dec 7

Audit – preliminary forms are in, In December we will start looking at all the issues with expected completion by January 2010. Inventory purchases, our largest spend down, is completed.

Facilities – Rain leaks from the roof have been repaired and a new drainage system has been installed. The boiler has been repaired. The electricians have replaced all the faulty bulbs. We had one power outage in November. We rented a generator, but the power returned before we needed to use it. We will be installing a “fixed” generator.

Civic Center – wired for live shows. Web streaming via multi-cast could be used for council meetings.

Rotating Art in CMCM – We have changing art show in the center, and we are considering becoming part of the downtown “Art Walk”

Monthly Operating Expenses -

Operating – 21,849.00

Capital – 9802.00

Total – 30,118.00

Proposed Changes to Policy Handbook

Commercial Content

Fundraising on Air

Underwriting and Sponsorship

F. Old Business - 50 Minutes

- Finance and Budget Committee Report

- Audit Prep, 501c3, investment -

501c3 application is with the IRS.

Met with accountant to do the audit (\$10,000 range), proposed findings for improvement.

Transferred \$400,000 to Swab Account

Tax return extension filed, now due February 15.

- Board Retreat Update and Planning

Planning for February, 2010

Topics

Technology

Membership Drive

Fundraising

Priorities for 2010

- Educational Advisory Meeting Dec 10th Dane Lancaster

K – 12 Public/Private and College/University approximately 10 people invited to look at content ideas and brainstorm on development of the education channel.

- MTA Report – Barbara Thornton – The MTA meeting held at the CMCM center was both fun and successful. The MTA would like to hold 3 -4 meetings a year at the center.

CAP legislation – MTA adopted a resolution that was sent to Representative Lynn Woolsey and Senator Feinstein.

The MTA officially joined the CMCM.

They will be assembling the Government Channel Advisory Committee

G. Public Comment - 10 Minutes - none

H. New Actionable Business - 15 Minutes

- Review non-commercial programming content policies – discussed – no action
- Date and Time for next Board meeting – Jan 28th, 2010
- Executive Session - If necessary

1. Create process for executive director evaluation that will correlate to performance of duties.

M/Hibben – 2nd/Lancaster – APPROVED

2. CMCM gives to staff a Holiday Gift of \$1200, to be distributed by the Executive Director.

M/Geraghty – 2nd/Emert - APPROVED

I. Adjournment at 6:05 PM

M/Emert – 2nd/Geraghty - APPROVED

The minutes are a draft and subject to change and correction until approved..