

# **COMMUNITY MEDIA CENTER OF MARIN**

**Board of Directors Meeting**

**January 22, 2008**

**819 A Street, San Rafael**

**First Floor**

**4:00 pm – 6:00 pm**

**Draft Minutes**

## **A. Call Meeting to Order – Bruce Bagnoli – 4:07**

### **CMCM Board members**

Bruce Bagnoli - Chairperson - P

Lynn Bornstein - P

Gregg Clarke - P

Frank Crosby - P

David Dodd - P

Flor Emert - Vice Chairperson - P

Mark Essman - P

Jim Geraghty - Secretary - P

Janette Gitler - P

Trish Hibben - P

Dane Lancaster - P

Cathy Lavaroni-Hall - resigned

Anne Montgomery - A

Larry Paul - P

Bill Sims - Treasurer – P

A=Absent P=Present

**Executive Director** - Michael Eisenmenger

### **Guests -**

John Ortega

Ed Dudkowski

Barbara Thornton

Norm Carlin

## **B. Agenda Approval - 5 Minutes**

M/Sims - 2nd/ Emert - approved by acclamation

## **C. Approve Minutes of Board Meeting - 5 Minutes**

M/Emert-Campos - 2nd/Bornstein – approved by acclamation

## **D. Executive Director Report - 20 Minutes - Michael Eisenmenger**

• Updates, field shoots, trainings -

Recent Activities – Field Shoots; CMCM field crew has shot a number of events including the Martin Luther King Celebration in Marin City, ARBOL Organic Gardening at Pickleweed. The CMCM crew will also be shooting the San Rafael Library Centennial Celebration and the February 5, One Marin, One Book event at Book Passages. Trainings; Weekly trainings will begin in February cameras and field production equipment.

- Insurance is in affect.

819 A St. Lease is signed for three years with a three year option.

- MTA Capital Report and 2009 Capital estimates – included in Board packet is the Capital Recording Accounts that will help us simplify division of capital expenses..

The CMCM financial Report for the MTA includes the latest division of ED's salary as well as breakdown of current expenditures concerning capital costs like running fiber and electric work for new space.

CMCM also has a draft pay-for-service rate card (distributed at meeting) for video and post production services offered.

### **E. Old Business - 60 Minutes**

- Finance and Budget Committee Report – Bill Sims
  - a. Current Balance Sheet,

1.5 Million in three banks, most in CDs, \$200,000 in operating funds account. \$500,000 more due from MTA at the end of January. \$500,000 more due from Comcast which will be triggered by CMCM submission of renovation plans. CMCM still needs accounting for accrued interest from county, the county software system is holding up that report but it is expected to be resolved soon.

- 819 A Street Updates (permits, plans, contracting) Larry Paul

Discussed and distributed draft plans for the 819 St space. The design is close to being finished and expect to submit final plans to the San Rafael City Planning Department next week. We will be looking for three bids for the work. We already received four bids for the heat/ac unit, all suggested different zones. The plan is for two bathrooms.

- MTA Report – Barbara Thornton

Congratulated CMCM for the new space. The remaining MTA/Comcast money is forthcoming. The MTA has new members and we are setting up a workshop to educate new members about county telecommunications, community media and options. The MTA will be reviewing strategic planning at their next meeting. The same officers have been re-elected. The New MTA office is at 555 Nothgate.

### **F. Public Comment - 10 Minutes**

Norman Carlin –

There are problems airing some shows due to their fundraising activities. Comcast cannot show these fundraising activities. Comcast employee, Stu said he will try to block the shows containing fundraising while letting the others show.

John Ortega -

Michael Smith had people protesting the placement of public comment at the end of the meeting noting that many are being force to stay through an entire meeting to address the (Supes) board, He proposed moving public comment to the beginning of the meeting. Ortega also pointed out the excellent shows now airing on Channel 26, including UCTV, Laura Flanders and Amy Goodman's Democracy Now.

### **G. New Actionable Business - 20 Minutes**

- Date and Time for next Board meeting – Feb 19th, 2009
- Staff Job Postings - Michael Eisenmenger –
  - Digital Media Facilitator* - for website and streaming components.
  - Public Access Facilitator* – for trainings, equipment control and general facilities management
- Executive Session - If necessary

### **H. Adjournment at 6:00 pm**

M/Geraghty – 2nd/Bornstein approved by acclamation

*These minutes are in draft form and subject to change*