

## **COMMUNITY MEDIA CENTER OF MARIN**

Board of Directors Meeting  
Thursday Jan 28, 2016 4:00 pm  
CMCM 819 A Street, San Rafael

### **DRAFT Minutes**

#### **A. Call Meeting to Order - Bruce - 4:35 PM**

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

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

Approve Agenda - M/Geraghty - 2nd/Sims - approved  
Approve Minutes - M/Sims - 2nd/Geraghty - approved

#### **C. Executive Director Updates - 30 minutes**

##### **CMCM ED Report - Dec 2015 - Jan 2016**

#### **Center, Productions and Staff work**

Going into the holidays, we had just finished the new AC installation in our server room only to be confronted by roof leaks due to a faulty installer. We had a couple weeks of chasing serious water issues that required covering equipment to prevent damage. We even had to close the studio for a three day period to prevent potential damage (we can now say that we cancelled a Carlos Santana shoot). Fortunately a new contractor was engaged (demanded actually) and the leak issues are now in the past.

Staff celebrated the holidays with a regularly scheduled 'maintenance week' during which the center is closed. This allows for some spring cleaning and also for staff to travel as the holidays demand (myself included).

Typically meetings are few and far in between over the holiday span, but are now back on regular schedules. A few

- 1) Larkspur's chamber is temporarily closed, so meetings and productions are taking place at off-site locations.
- 2) We helped Sausalito chase down some recurrent problems with their system.
- 3) Novato had a streaming failure due to a new granicus server which we have since diagnosed and fixed.
- 4) We finished the MCE HD camera installation and covered the first meeting, no issues and it looked beautiful.

Possible installations/consulting in the near future

- 1) Delivered a Corte Madera proposal for a possible install. We may be on the February agenda
- 2) MMWD has expressed renewed interest since adding an installation and production services to their budget, that might also be a February agenda item
- 3) Novato IT staff came to CMCM to consult on a possible upgrade to their aging system We're just providing them with recommendations at this point - likely a 18-24 month planning/budget process.
- 4) We still anticipate providing assistance to the COM program at Drake and possibly to COM as their planning unfolds too. We've also had a call from the Tam School District about possible meeting coverage.

Doing a Flood Zone 9 Advisory Committee meeting next month - we hope they begin to document these regularly.

Booked out LWV debate schedules for June and September - another busy season.

- 1) CMCM hosted eighteen 4th Grade students from the Gate Academy who shot video segments on electromagnetic energy in the studio with the kids doing the production work - quite fun.
- 2) Another student visit of thirteen K-6 students from Pathways, also a studio production.
- 3) CMCM continues to do a County funded Sea Level Rise project in conjunction with the Canal Welcome Center that includes 11 Spanish speaking high school students from area High schools. The students are enrolled in the Media Corp. to receive CMCM training. Last week they

interviewed Jared Huffman while he was at the center and shot a lot of B-roll during the last King tides.

4) Scott is visiting the CDC in Marin City to discuss their evolving media group and how we can assist. He is also scheduled to visit the Gate Academy to follow-up on their recent visit and discuss possible projects.

1) In Jan., CMCM Staff produced the first Marin IJ Forum program which was well received. The second is planned for next week (Feb 3) and the topic is flood control. The IJ editor and staff seem thrilled with the results thus far - they've had good responses and the view rates are respectable. Third program expected to

2) CMCM did two more episodes of MarinSanity on one evening in December, another round is planned for Monday Feb 8th. These have been great for getting staff up to speed in the studio. Any Board members interested in a laugh - reservations necessary.

3) Course enrollments still disappointing and staff still looking for more new ways to engage and interest the general public. We've exhausted posters, print, social media, TV spots and even online calendars - what's

4) CMCM is preparing a California Humanities grant for some Spanish language cultural programming that we can also shop around to other foundations for grants.

5) Planning to revisit the Master Control upgrade very soon with our vendor for new equipment pricing.

#### **D. Other Business - 30 Minutes**

- **Board Challenge Fund Drive update**

Public Donations - \$2933

Board Donations - \$3600

- **MTA Report**

Strategic Planning Workshop

Explored successes and where change (DELTA) were needed.

Focus areas include - CMCM, Broadband, Customer Support With Cable Issues,

Working on updating the plan based on feedback from the workshop.

The Next MTA Meeting is February 10, 2016 Corte Madera Town Hall

#### **E. Public Comment - 10 Minutes - none**

#### **F. Closed Session if Necessary - 30 min - none**

### **G. New Actionable Business**

2016 CMCM Board Meeting Dates:

Jan 28, Feb 25, March 24, April 28, May 26, June 23, July 28, Aug 25, Sept 22, Oct 27, Nov/Dec TBD.

Next MTA Meeting: Feb. 10, Corte Madera Town Hall.

### **H. Adjournment**

M/Sims - 2nd/Geraghty - adjourned