

**COMMUNITY MEDIA CENTER OF MARIN**  
**Thursday October 28th, 2015 5:00 pm**  
**Board of Directors Meeting**  
**CMCM 819 A Street, San Rafael**  
**DRAFT minutes**

**A. Call Meeting to Order - Bruce Bagnoli - 5:07PM**

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

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

M/Sims - 2nd/Wolpert - approved

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

CMCM ED Report - September 2015

A rather uneventful report this month unless you are interested in a lot of technical detail and wiring issues - sorry!

**Center, Productions and Staff work**

The CMCM Studio was closed the last week of September for a rebuild, immediately after seven LWV debates were shot (the LWV was the first and last to use this studio). The studio was only closed for member usage a week, which in hindsight was about one week too little. The new equipment required a complete rewiring of the control room, a lot of carpentry and prolonged setup and testing of all the newly installed equipment - a rather large staff undertaking in such a short period of time. We re-opened it on time and it was immediately booked solid which made further tweaks and adjustments difficult as they had to be done during morning hours or weekends. We've been holding 'orientations' for currently certified studio users and so far have done 5 of these sessions for about 40 members total.

We've had no real surprises from the new control room equipment so far and the resulting image quality and workflow is quite beautiful and improved. While the rest of the studio equipment was left as is (cameras, lights etc), nearly everything else was replaced/upgraded and should serve us well for another six year stint. The new setups affords many new features that became apparent necessities over the years, based on as watching users interact and use the old studio setup, Some changes include:

- 1) Waveform monitoring for all cameras
- 2) Preview monitors for Character Generation - and a now two channel CG rather than single channel.
- 3) Better audio monitoring and digital metering
- 4) More recording options, all cameras can now be recorded in isolation and there is an additional aux record.
- 5) Additional cameras can be easily connected to the system - our new X70's do well.
- 6) More teleprompting monitors were added to studio cameras.
- 7) Video sends to the studio for monitoring and program video is much simpler.
- 8) Control room has new exhaust ventilation as well as cooler LED lighting to keep things cooler.
- 9) Blu-ray capability added for source and recording

While members have been quite busy in the studio, Staff just christened the studio this past week with a live to tape Standup Comedy show called Mainsanity. The program was shot from 7:00-8:00pm and cablecast later at 10:00. It was a great opportunity for staff to come up to speed on the new studio and the results were quite good. Comedians and audience had a great time and we hope this becomes a regular programming event.

UPDATE: A/C unit in Master Control - Barker Mechanical inspected and said the current unit needed to be replaced, while we were waiting on their quote it just died altogether. This system keeps our master control play-out servers from burning up, during one outage we saw the temp hit 120 in a matter of hours. Obviously this is too great of a risk to the estimated 250K of equipment we'll be installing next year, so we asked for a new quote from Barker for a redundant system to provide more protection - the cost will be approx 14K which was approved by the exec and finance committees. We are waiting for the equipment to arrive so they can schedule the work. In the meanwhile, we are running a portable unit which really strains to keep

the room under 80 degrees, so a combination of fans and open doors is being used to keep temperatures under control temporarily. We've bought a spare portable unit which will stay boxed and get returned if not needed. We have a temperature monitor to warn of trouble - but the current

Scott returned from his extended honeymoon and while he missed the studio rebuild, his return was very welcome for me since I was doing his job while he was away.

Staff are preparing the data for the annual report which will be due to the MTA in the first week of December, we will send it to the board in late November for review.

Staff (Megan, Scott and Alejandro) worked a long week and weekend end with Media Corp and ROP youth to cover the Bioneers conference, the youth are still working on post-production of the video shot.

We expect to start the MCE install in Mid November and will then be helping John Macleod with equipment

Still awaiting word from San Rafael on their equipment improvement plans - public works is reviewing changes.

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

Board Election results:

\*Geraghty - 40

\*Bagnoli - 36

Sochan - 9

(\* denotes candidates elected to new term)

**Motion for CMCM to reappointed Cynthia Abbot and Gregg Clarke  
m/Sims - 2nd/Geraghty - approved**

#### **Motion to approve nominated Executive Committee Members**

Chair - Bagnoli

Vice Chair - Clarke

Treasurer - Sims

Secretary - Geraghty

**M/Crosby - 2nd/Strick - approved**

• MTA Report - none

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

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

**G. New Actionable Business**

Upcoming 2014 CMCM Board Meeting Dates:

Next Meeting Dec 3rd 4:00-6:00 CMCM

**H. Adjournment**

**M/Geraghty - 2nd/Wolpert - approved**