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BOARD OF DIRECTORS

Meeting Minutes

June 13, 2005

6 PM

CMAP, 5055 Santa Teresa Blvd. Gilroy, CA 95020

- 1) **Call to Order-** Val Jeffery, Board Vice-President, called the meeting to order at 6:10 PM.
Board Present: Jacqui Carrasco, Jim Frazier, Val Jeffery, Bruce Lee, Fran Lozano, Cynthia Stagner and Ron Wheelehan
Board Absent: John Chadwell, Rob van Herk, Joe Kline, Clay Lee, Teri Marshall, and Brent Olsen.
Staff Present: Suzanne St. John
- 2) **Approval of Minutes of May 9, 2005** – A motion by Jacqui Carrasco to approve the May 9, 2005 minutes was seconded by Cynthia Stagner and was carried unanimously, to accept the minutes as written.
- 3) **Public Input** – No public comments were made.
- 4) **Executive Director's Report on the following events:**
 - (a) CMAP Staff Productions
 - (i) In Focus
 - (ii) Teen Talk TV
 - (iii) Cerra Vista Peace Play
 - (iv) Spotlight on Hollister
 - (v) Blue Grass Festival
 - (vi) PSA Day
 - (vii) Bonfante Documentary
 - (viii) Flashpoint
 - (ix) Community Solutions
 - (b) Community Outreach
 - (i) Brownell Resource Fair
 - (ii) eNewsletter
 - (iii) ACM National Board Meetings
 - (iv) Member Mixer
 - (v) Leadership Gilroy
 - (vi) COVER 3
 - (vii) Pinnacles Community School
 - (viii) SBC Arts Meeting
 - (ix) GUSD Adult Ed.

- (c) Facilities Update
 - (i) Computer Upgrades working on XP upgrade
 - (ii) In Repair
 - (iii) Office / Equipment Moves
- (d) Auction October 20-22, 2005
- (e) Interns
- (f) Press- attached articles on CMAP
- (g) Reviewed programming report.

- 5) **Treasurer's Report-** Jim Frazier reviewed the financial statements for April. There is a software glitch that produces the question marks at the bottom of the Budget vs. Actual Report. A motion was made by Jacqui Carrasco and seconded by Bruce Lee and was carried unanimously to accept the financial statements as written.
- 6) **Charter Update-** Suzanne reported that the Gilroy I-Net router has been problematic from the beginning. There is a repair scheduled for this Wednesday, June 15. Ron reported on the I-Net in San Juan Bautista. Mark Wheeler from Charter met with Ron at San Juan School Friday 6/10. Charter is working with the school district to find the best path to bring the drop into the school from the road. The Anzar High School I-Net drop is still in question. Due to the location of the school utility pole applications will have to be filed with PG & E to string the drop. Also, there is a question whether Anzar HS was "traded" for another drop in SJB. Suzanne will check with Larry Cain for more information.
- 7) **Board Vacancies**
- a) There is still a potential for a San Juan Bautista community member. Nothing further.
- 8) **Accounting Overview-** Suzanne directed the board to the review Accounting Practices Overview that she provided in the board packet. The board will have additional time to review the overview and can discuss next meeting further if needed.
- 9) **Capital Purchase Request** A capital purchase request was submitted for Zak II or a "studio in a suitcase". There is a need due to the popularity of Zak I and to boost viewership by taping location shoots such as school events, football games, and community events. The items include an Audio Design MM 3100, Portacom 4 headset intercom system, Quad 4 monitor panel, Marshall dual LCDs, Compix and a Panasonic AG-DV2500 for a total of **\$10,807**. A motion was made by Ron Wheelahan to approve the capital purchase for **\$10,807** was seconded by Bruce Lee and carried unanimously
- 10) **Membership and Workshop Statistics** as of May 31 were reviewed.
- 11) **New Business** no items were brought forward for the next agenda.
- 12) **Adjournment-** A motion was made by Fran Lazano to adjourn at 7:11 PM was seconded by Bruce Lee and carried unanimously. The next meeting is June 11, 2005 at the CMAP Office at

Respectfully Submitted,

Ron Wheelahan- Secretary, CMAP Board of Directors