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BOARD OF DIRECTORS

Meeting Minutes

July 11, 2005

6 PM

CMAP, 5055 Santa Teresa Blvd. Gilroy, CA 95020

- 1) **Call to Order-** Joe Kline, Board President, called the meeting to order at 6:10 PM.
Board Present: Jacqui Carrasco, Jim Frazier, Val Jeffery, Joe Kline, Bruce Lee, Fran Lozano, Cynthia Stagner and Ron Wheelahan
Board Absent: John Chadwell, Rob van Herk, Clay Lee, Teri Marshall and Brent Olsen.
Staff Present: Suzanne St. John
- 2) **Approval of Minutes of June 13, 2005** – A motion by Val Jeffery to approve the June 13, 2005 minutes was seconded by Cynthia Stagner and was carried unanimously with an abstention by Joe Kline, to accept the minutes as written.
- 3) **Public Input** – No public comments were made.
- 4) **Executive Director's Report on the following events:**
 - (a) ACM (Alliance for Community Media) Conference: Hot issues; Franchise Agreements, Telecomm Act re-write, and Verizon & SBC getting into TV services
 - (b) CMAP Staff Productions
 - (i) In Focus
 - (ii) Relay for Life
 - (iii) Hollister Rally
 - (iv) Leadership San Benito
 - (c) Community Outreach
 - (i) ACM Conference
 - (ii) Out & About
 - (iii) Gilroy Parks & Rec Meeting
 - (iv) Health Show
 - (v) eNewsletter
 - (vi) Print Newsletter
 - (vii) ACM National Conference Meetings
 - (viii) Leadership Gilroy
 - (ix) MACSA
 - (d) Facilities Update

- (i) Computer Upgrades working on XP upgrade
- (ii) In Repair: I-Net links, Broken: Tripod Plate; Canon GL1 zoom handle

- (e) Auction October 20-22, 2005 VOLUNTEERS ARE NEEDED!
- (f) Programming Report included in Packet
- (g) Press- attached articles on CMAP

- 5) Treasurer's Report-** Jim Frazier reviewed the financial statements ending May 31. Jim added that he is also reviewing the check registers and noted that next month's financial statements would be an opportunity for the board to check CMAP's mid-year financial status. Suzanne encouraged board members to become CMAP paid members such as non-resident members. She also noted much of the fund raising occurs in the second half of the year. A motion was made by Fran Lozano and seconded by Val Jeffery and was carried unanimously to accept the financial statements as written.
- 6) Charter Update-** Suzanne reported that Charter has resolved the I-Net routing issue by working with the router equipment manufacturer.
- 7) Board Vacancies**
- a) Two Appointed Seats- no updates at this time.
- 8) Accounting Overview-** Discussion regarding CMAP's accounting practices worksheet was tabled until next meeting. Suzanne will arrange a tour of her office and important documents for the executive committee and any interested board members as an administrative backup exercise.
- 9) Membership and Workshop Statistics** as of June 30 were reviewed.
- 10) New Business** Suzanne brought forward an emergency situation regarding the failure and future failures of the master control computer. In response to this request and to keep on-air programming, a motion was made by Val Jeffery to allocate **\$6000** to Synergy from Capital expenditures subject accountant approval, second option would be to negotiate a 6 mos. agreement of approximately **\$3000** funded by the repairs and maintenance operating expenditure category. The motion was seconded by Bruce Lee and was carried unanimously.
- 11) Adjournment-** A motion was made by Fran Lozano to adjourn at 7:37 PM was seconded by Val Jeffery and carried unanimously. The next meeting is August 8, 2005, Location TBA.

Respectfully Submitted,

Ron Wheelahan- Secretary, CMAP Board of Directors