

**PASADENA COMMUNITY ACCESS CORPORATION
BOARD OF DIRECTORS
REGULAR MEETING
150 S LOS ROBLES AVE
PASADENA, CA 91101**

Minutes of Pasadena Community Access Corporation

(CORRECT DATE MARCH 3, 2015)

A special meeting of the PCAC Board of Directors was held on Tuesday, February 3rd, 2014, at 6:30pm at 150 S. Los Robles Ave., Suite 101 immediately preceding the Regular Meeting.

CLOSED SESSION – 6:30 P.M.

BOARD OF DIRECTORS CONFERENCE with Labor Negotiator pursuant to Government Code §54957.6

PCAC Representative: Hoyt Hilsman

Unrepresented Employee: Executive Director

A single item was discussed and no reportable action was taken.

(CORRECT DATE MARCH 3, 2015)

This regular meeting of the PCAC Board of Directors was held on Tuesday, February 3rd, 2015 at 150 S. Los Robles Ave., Suite 101.

PUBLIC MEETING – 7:00 P.M.

I. INTRODUCTION OF NEW MEMBERS/CALL TO ORDER/ROLL CALL

- George Falardeau, Board President, called the meeting to order at 7:00 p.m.

The names of those who attended the meeting are listed below:

- **Present Board of Directors:**
 - George Falardeau – District 1 Representative
 - Tom Majich – District 2 Representative
 - Robert Oltman – District 3 Representative
 - Howie Zechner – District 4 Representative
 - Yuni Parada – District 5 Representative
 - Tim Winter – District 6 Representative
 - Hoyt Hilsman – District 7 Representative
 - Gail Schaper-Gordon – Mayor’s Representative
 - William Boyer – City Manager’s Office Representative
 - Beth Leyden – PUSD Representative
 - Robert Miller – PCC Representative
- **Staff:**
 - Keri Stokstad – Executive Director, PCAC
- **City Legal Representation:**
 - Javan Rad – Assistant City Attorney

The names of those who did not attend the meeting are listed below:

- **Absent Board of Directors:**
 - None

Prepared by: Beth Leyden, Secretary and PUSD Representative

Reviewed by: Keri Stokstad, Executive Director

II. APPROVAL OF MINUTES

Howie Zechner moved to approve the minutes from February 3rd, 2014. Tim Winter seconded the motion. All were in favor.

III. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

- None

IV. TREASURER REPORT

- Tim Winter gave the Treasurer's report.

V. EXECUTIVE DIRECTOR REPORT

- In the interest of time, Keri Stokstad reported that the Executive Director's report stands as presented in the Board packet. There were no questions from the Board.

VI. OLD BUSINESS

- **PASADENA CABLE SERVICE PROVIDERS PEG ACCESS STATUS AND PLAN – INFORMATION ITEM**

- i. There was one complaint via the website. The first was related to poor video quality. Eva Herrera from Charter reported that squirrels had damaged the drop and that repair crews were attempting to fix the damage. Services were completely restored to the satisfaction of the customer.
- ii. The ED and Del Heintz exchanged emails (hard copied to the Board in the Board packet) regarding two issues – 1) being forced by Charter to become a fiber business customer and 2) playback on outdated equipment at a separate location to accommodate the I-NET system.

- **ED EMPLOYMENT AGREEMENT – ACTION ITEM**

- i. Motion: *Hoyt Hilsman moved to approve the **ED Employment Agreement** as presented. Yuni Parada seconded the motion. The motion passed with ten (10) in favor and one (1) opposed.*

VII. NEW BUSINESS

- **PEG 1% ALLOCATION REQUEST**

- i. Recommendation by Channel Managers (PCC, KLRN, KPAS, & Arroyo) to keep \$25,000 in reserve.
 1. Tabled
- ii. Recommendation by Channel Managers (PCC, KLRN, KPAS, & Arroyo) to allocate \$85,000 of funds towards the First Phase of the CCTECH project for A/V Presentation Upgrades for City of Pasadena Chambers subject to PEG fund availability.
 1. Tabled

- **PCAC FY16 BUDGET PRESENTATION AND APPROVAL – ACTION ITEM**

- i. Motion: *Dr. Robert Miller moved to authorize the ED to make budget recommendations to the City and to enter into discussions with the City regarding the proposed budget. Gayle Schaper-Gordon seconded the motion. All were in favor.*

VIII. COMMITTEE ASSIGNMENTS, REPORTS, AND MEETING SCHEDULES

- None

IX. PASADENA MEDIA PRODUCERS REPORT – MACHEO SHABAKA

- None

X. CITY OF PASADENA REPORT

- William Boyer provided the City of Pasadena report to the board.

XI. PASADENA UNIFIED SCHOOL DISTRICT REPORT

- Beth Leyden provided the PUSD report to the board.

XII. PASADENA CITY COLLEGE REPORT

- Dr. Robert Miller provided the PCC report to the board.

XIII. FUTURE MEETING DATES

- April 7th, 2015 at 7:00 p.m. at 150 S. Los Robles Ave., Suite 101.
- May 5th, 2015 at 7:00 p.m. at 150 S. Los Robles Ave., Suite 101.

XIV. ANNOUNCEMENTS BY BOARD MEMBERS AND STAFF

XV. ADJOURNMENT

- *George Falardeau adjourned the meeting by presidential decree at 8:15 pm.*