

**PASADENA COMMUNITY ACCESS CORPORATION  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
150 S. LOS ROBLES AVE., SUITE 101  
PASADENA, CA 91101**

A special meeting of the PCAC Board of Directors was held on Tuesday, June 2, 2015 at 6:30 p.m. at 150 S. Los Robles Ave., Suite 101, Pasadena, CA 91101 immediately preceding the Regular Meeting.

**CLOSED SESSION - 6:30 P.M.**

**BOARD OF DIRECTORS CONFERENCE** regarding public employee performance evaluation pursuant to Government Code Section 54957

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

The regular meeting of the PCAC Board of Directors was held on Tuesday, June 2, 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 7:25 p.m.

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

- **Present Board of Directors:**
  - George Falardeau - District 1 Representative
  - Robert Oltman - District 3 Representative
  - Howie Zechner - District 4 Representative
  - Yuny 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
- **Staff:**
  - Chris Miller - Chief Operations Officer, 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:**
  - Tom Majich - District 2 Representative
  - Beth Leyden - PUSD Representative
  - Robert Miller - PCC Representative

**II. APPROVAL OF MINUTES**

- Minutes from May 5, 2015 meeting not available during meeting.

**III. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

- Five community producers spoke regarding the new Arroyo Channel policy and procedures.

#### **IV. TREASURER REPORT**

- Tim Winter gave the Treasurer's report. Tim will need to review the revenue number for accuracy. Tim estimates that PCAC will be about \$80,000 over budget by the end of the fiscal year.  
*Bob Oltman moved to approve the treasurer's report. Yuny Parada seconded the motion. All were in favor.*

#### **V. EXECUTIVE DIRECTOR REPORT**

- In the interest of time, Chris Miller reported on Keri Stokstad's behalf that the Executive Director's report stands as presented in the Board packet. Chris highlighted that the ACM Conference will be taking place at the Hilton Pasadena in August 2015. Board members wanted to know if there will be volunteer opportunities.

#### **VI. OLD BUSINESS**

##### **● CABLE COMPLAINTS RECEIVED - INFORMATION ITEM**

- There was one cable complaint submitted by the same customer who submitted a complaint last month. The complaint has been escalated to Charter corporate.

#### **VII. NEW BUSINESS**

##### **● FY16 BOARD OFFICER NOMINATIONS - INFORMATION ITEM**

- George Falardeau said that nominations will take place in the month of June. George wanted all board members to start thinking of candidates for board officer position. George expected board office elections to take place during the next Board of Directors meeting.

##### **● ARROYO CHANNEL RULES AND POLICIES - INFORMATION ITEM**

- George Falardeau noted that the Arroyo Channel policies and procedures presented is in the draft form. Yuny Parada encouraged community producers to give written feedback regarding the new handbook.

#### **VIII. COMMITTEE ASSIGNMENTS, REPORTS, AND MEETING SCHEDULES**

- Strategic Planning Committee
  - Gail Schaper-Gordon presented overview of the strategic planning process. Gail reminded board members that the Strategic Planning Meeting will take place on June 27. Gail will conduct a visioning session with staff on June 19. Gail encouraged community producers to attend the strategic visioning session on June 20.

#### **IX. PASADENA MEDIA PRODUCERS REPORT**

- Advisory Council Representatives Malika Hendry and Macheo Shabaka provided the Pasadena Media Producers report to the board. Macheo said that the Producers Quarterly Meeting will take place on June 18 at the Pasadena Media facilities.

#### **X. CITY OF PASADENA REPORT**

- William Boyer provided the City of Pasadena report to the board. William reported that the City is focusing on methods to conserve water due to the historic drought. Council members will be interviewing qualified candidates for District 7 council seat on June 15.

#### **XI. PASADENA UNIFIED SCHOOL DISTRICT REPORT**

- None provided

#### **XII. PASADENA CITY COLLEGE REPORT**

- None provided

**XIII. FUTURE MEETING DATES**

- Board of Directors Retreat on June 27, 2015 at 10:00 a.m. (Location TBA)
- Board of Directors Meeting on July 7, 2015 at 7:00 p.m. at 150 S. Los Robles Ave., Suite 101
- Board of Directors Meeting on August 4, 2015 at 7:00 p.m. at 150 S. Los Robles Ave., Suite 101

**XIV. ANNOUNCEMENTS BY BOARD MEMBERS AND STAFF**

- George Falardeau announced that his term with the PCAC Board of Directors is ending and he will not be seeking another second term. George's last PCAC Board Meeting will be in August.

**XV. ADJOURNMENT**

- *Robert Oltman moved to have the meeting adjourned. George Falardeau adjourned the meeting at 9:05 p.m.*