



Petaluma
Community
Access

A 501.c3 Public Benefit Corporation

Board of Directors Minutes
Tuesday, May 20, 2014

Board of Directors Meeting
Location: Petaluma Community Access
205 Keller Street
Suite 102 – Studio
Petaluma, CA 94952

BOARD OF DIRECTORS

Cindy Thomas – Chair
Kathy Rivas – Vice-Chair
Neal Fishman – Treasurer - **Absent**
vacant – Secretary
Matt Pearson
Rachel Moran
Tim Williamsen – City of Petaluma Designate
Jason Davies – Advisory Council
John Bertucci – Executive Director

1. ROLL CALL - 7:00 P.M.

2. PUBLIC COMMENT

Public comment on issues not on the agenda. Time for comment on agenda items will be made available during discussion of those items. No action can be taken by the Board on issues raised in any comments; however, the Board may refer questions to PCA Management for review.

Community member Nick O'Rourke made appearance to express interest in and ask questions about volunteering, membership and service on the board. He also offered general suggestions to assist in promotion of PCA.

3. BOARD OF DIRECTORS COMMENTS & ANNOUNCEMENT N

Directors Comments, Announcements

Vice-chair Rivas announced general success with participation in Butter & Egg Day parade
Chair Thomas announced participation in Regional Chamber Mixer on May 22 in Rohnert Park

4. AGENDA APPROVAL

Requests for modifications, deletions

Williamsen moved approval, Rivas second. Approved (4-0)

5. APPROVAL OF MINUTES

Minutes for April 15, 2014 PCA Board of Directors Meeting

Williamsen moved approval, Rivas second. Approved (4-0)

6. TREASURER'S REPORT

Report for April 2014 Financial Statements

ED Bertucci (in Treasurer's absence) presented April Profit & Loss statements and Budget Balance sheet indicating bank balance at \$13,000. Announced receipt of PEG fees from AT&T increased by about \$200.

7. EXECUTIVE DIRECTOR'S REPORT

Candidate Forum at Springfield Place, scheduled to air on May 27; Copperfield's window display June features photo display and "Home Grown Media" tag; FCP10 scheduled for May 31; Three internships open for summer; Cinema Lecture repeated 6/12; Holiday office closures on May 26 (Memorial Day) and July 4 (Independence Day).

8. CONSENT CALENDAR

No item.

9. REPORTS OF COMMITTEES

- A) Executive Committee (Thomas, Rivas, Fishman) No Report
Thomas reported Executive Committee meeting closed session scheduled for May 20, at 6:30 p.m. cancelled due to lack of quorum.
- B) Finance Committee (Pearson, Fishman, Rivas) No Report
- C) Nominating Committee (Moran, Thomas, Rivas) No Report
- D) Policies & Procedures (Pearson, Thomas, Williamsen, Fishman) No Report
- E) Outreach & Development (Moran) No Report

10. OLD BUSINESS

- A) Discussion only Debrief of the Butter & Egg Day Parade (Rivas)
No Action – plans for next year's participation discussed
- B) Discussion only on City of Novato RFP (Bertucci)
No Action —Submitted by deadline. PCA in the running, Insurance requirements met, Bid of \$34,500. Contract to begin July1.
- C) Discussion and possible action on items pertaining to 2014 BOD election (Thomas)
No Action– Sept. 25 election deadline. Three elected seats to be filled. Results presented at annual members meeting

11. NEW BUSINESS

- A) Discussion and possible action on Committee assignments (Thomas)
No Action—
- B) Discussion and possible action on Outreach Coordinator hire (Bertucci)
No Action—
- C) Discussion and possible action on Annual Members Meeting, 10/2/14 (Bertucci)
No Action— Annual members meeting to take place at Lagunitas. Outreach committee to assist in planning and promoting event.

12. ADJOURN TO CLOSED SESSION (8:03 p.m.)

- A) Discussion and possible action on 2014 Executive Director contract (Thomas)

13. REPORT OUT OF CLOSED SESSION

No Action —

Thomas reported board has expressed commitment to review ED Bertucci's annual contract.

ADJOURN – 8:20 p.m.

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