



Petaluma
Community
Access

A 501.c3 Public Benefit Corporation

Board of Directors Minutes
Tuesday, April 16, 2013

Board of Directors Meeting
Location: Petaluma Community Center
320 No.McDowell Blvd.
Conference Room 2

BOARD OF DIRECTORS

Cindy Thomas – Chair
Eric Adams – Vice-Chair **absent**
Matt Pearson -- Treasurer - **arrived at 7:29 PM**
Jason Davies – Secretary
Neal Fishman -
Rachel Moran - **absent**
George Utrilla
Tim Williamsen – City of Petaluma Designate
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. The Board of Directors reserves the right to limit Public Comments to fifteen minutes. Speakers will be acknowledged by the Chair and may be asked questions for clarification. 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.

3. BOARD OF DIRECTORS COMMENTS & ANNOUNCEMENTS

- Directors Comments, Announcements

Add - Marsha Trent board application to next agenda (Bertucci)

4. AGENDA APPROVAL

- Requests for modifications, deletions

Williamsen motions, Davies Seconds – motion to approve Agenda passes unanimously.

5. APPROVAL OF MINUTES

- Minutes for March 19th, 2013 PCA Board of Directors Meeting

Williamsen motions, Davies Seconds – motion to approve Agenda passes.
Neal abstained due to absence.

6. TREASURER'S REPORT

Report for March 2013 Financial Statement (Pearson)



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127K in bank as of last month, otherwise nothing to report - misc income is capital expense, 17K under budget (vacant positions, DIVCA). Finance meeting to be coordinated by Pearson before next board meeting.

7. EXECUTIVE DIRECTOR'S REPORT

Topics: New employee – Steve Dytewski to replace Adonay.

Studio build-out “going gangbusters” – painting, glass door, sub-committee needs to meet. Article in Sunday paper. Handout for B&E

PD article; PCA talking points v2; PCF Grant; Graduation coverage; May classes; Upcoming activities (Aqus film mixer 4/23, POV screening 5/1, – showing “Sweet Grass”

Giant Steps event 5/4, ACM conference 5/29-31); Mobile streaming capabilities. ---- looking into technologies for streaming.

8. CONSENT CALENDAR

- No Item

9. REPORTS OF COMMITTEES

- A) Executive Committee (Thomas, Adams, Pearson, Davies)
- B) Finance Committee (Pearson, Davies, Fishman)
- C) Nominating Committee (Adams, Utrilla, Moran)
- D) Policies & Procedures (Pearson, Thomas, Williamsen, Fishman)
- E) Outreach & Development (Adams, Davies, Moran, Utrilla)
 - 3/26/13 – meeting for B&E parade plans -
 - Met , discussed banner design, business cards, double-sided...offline work on banner and hats – Bertucci will not be at B&E.

10. OLD BUSINESS

- A) Discussion and possible action regarding promotional strategies (Bertucci)

No open house until after summer – focus on major celebration of members meeting business targets – each member prep two businesses (1K – 6 months of billboard).

11. NEW BUSINESS

- A) Discussion only of modifications to City Agreement for annual financial reviews (Bertucci)
 - Board changed bylaws to annual reviews rather than audits - JB and TW met with JB – 2nd and 5th year audit, financial reviews otherwise

- B) Discussion and possible action on 2013 Election Calendar and appointment of Election Inspector (Thomas)

Davies motions Jude Mion to be appointed inspector, Fishman seconds – motion approved.

- C) Discussion and possible action on revised ED review process (Thomas)

Motion Neal, Williamsen seconds – motion approved

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12. ADJOURN TO CLOSED SESSION

A) Discussion and possible action on legal matter (Bertucci)

13. REPORT OUT OF CLOSED SESSION

A) Discussion and possible action on legal matter (Bertucci)

ADJOURN –

Davies motions to adjourn, Williamsen seconds – motion to adjourn passes unanimously.

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