



Petaluma
Community
Access

A 501.c3 Public Benefit Corporation

Board of Directors Minutes

Tuesday, June 18, 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
Matt Pearson -- Treasurer
Jason Davies – Secretary
Neal Fishman
Rachel Moran
George Utrilla – **absent**
Marsha Trent
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

Petaluma Community breakfast – SRJC Petaluma Campus – Pearson

4. AGENDA APPROVAL

- Requests for modifications, deletions

Davies motion
Williamsen – seconds

5. APPROVAL OF MINUTES

- Minutes for May 21, 2013 PCA Board of Directors Meeting

Davies motion
Williamsen seconds
Eric abstains (absent)

6. TREASURER'S REPORT

Report for May 2013 Financial Statement (Pearson)

Petaluma Community Access
205 Keller St., Suite 102, Petaluma, CA 94952
P.O. Box 2806, Petaluma CA 94953-2806
707) 773-3190 Fax: 707) 773-4252 www.pca.tv



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“We have money” – 126K - Processing reimbursement, capital funds for studio build out.
No news.

Quarterly checks in – last quarter of fiscal year – Bertucci
Fishman – “looks strong” – 85K, spent 25K (studio, office equipment, etc.)

7. EXECUTIVE DIRECTOR’S REPORT

Topics: ACM conference ; Studio build-out; New members; POV screening; Upcoming classes;
Fair coverage; ED vacation.

Wicks & Bertucci attended ACM in SF. Exciting conference. Bertucci focused on partnership opportunities. More community than media. Made contacts on LPFM (Sue Wilson) – 95% chance of getting it, 99% for station with access. Oct. 9th -29th will be the opening period. 25K to get antenna and equipment.

Studio target – August. Wiring went in today – should be operational in July.
Orientation tours in August – invite 10 people, etc.
News shows, etc.

POV - next Wed. – “Off and Running” – We can host 15 people.
FCP classes in July – Max will also do a stop motion class. Bertucci will teach class on news coverage.

Fair – staff and interns.

Vacation – 2 weeks off (will stay in town). Check requests, etc. will be helped by Wicks.

Covered Huffman event on healthcare with Marcelle

Good staff meeting. 19 new members in last month – 141 active members.

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)

10. OLD BUSINESS

A) Discussion only of modifications to City Agreement for annual financial reviews (Bertucci)

City approved financial review – 3 years out of 5. \$3,200 versus \$8,500.

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11. NEW BUSINESS

A) Discussion and possible action on Committee assignments (Thomas)

Marsha Trent – added to O&D, and Finance

Motion by Davies, Second by Adams

B) Discussion and possible action on Board Nominees for 2013 Election (Adams)

There are currently no board members who are up for re-election.
No elected seats needed this year. Appointment is possible.

Adams motions to not have election – encourage appt.
Davies seconds

C) Discussion and possible action Annual Members Meeting (Bertucci)

Spoke with Marsha – staff thinks we should have it at the office.
Theme – “we celebrate you” – highlight members, interns, and partners. Oct. 10th

Motion to approve holding Annual Members Meeting at office by Davies,
Seconded by Trent

ORGANIZE O&D MEETING REGARDING FUNDRAISER

12. ADJOURN TO CLOSED SESSION

A) No item.

13. REPORT OUT OF CLOSED SESSION

A) No item.

ADJOURN –

Motion to adjourn – Davies, Adams – seconds
Meeting adjourned at 7:45

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