



Petaluma
Community
Access

A 501.c3 Public Benefit Corporation

Board of Directors Minutes

Tuesday, October 15, 2013

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

BOARD OF DIRECTORS

Cindy Thomas – Chair
vacant – Vice-Chair
Matt Pearson – Treasurer
Jason Davies – Secretary - absent
Neal Fishman - absent
Rachel Moran
George Utrilla - absent
Marsha Trent
Tim Williamsen – City of Petaluma Designate
John Bertucci - Executive Director

1. ROLL CALL - 7:04 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.

No public comment.

3. BOARD OF DIRECTORS COMMENTS & ANNOUNCEMENTS

- Directors Comments, Announcements

Trent introduced Kathy Rivas, applicant for seat on the Board.
Williamsen & Trent complimented staff on Members' Meeting, Thomas & Williamsen shared their satisfaction with event.

4. AGENDA APPROVAL

- Requests for modifications, deletions

Thomas removed Item 10B, tabled to November meeting.
Motion - Pearson Second – Trent Approved.

5. APPROVAL OF MINUTES

- Minutes for September 17, 2013 PCA Board of Directors Meeting

Motion – Trent Second - Thomas Approved.

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6. TREASURER'S REPORT

Report for September 2013 Financial Statements (Pearson)

Discussion of negative balance on P&L report, annual costs came due (Insurance, taxes, Review), balance expected to average out over year.

Unrestricted capital account balance was \$109,566, end of September.

7. EXECUTIVE DIRECTOR'S REPORT

Topics: New hire; Palooza report; Studio Build-out; LPFM license; Comcast cable signal; Oct classes; Oct screening; Chamber & PDA memberships; Business Sponsorships.

Bertucci introduced Ami Singh, new Outreach Coordinator. Moran commented on Business Sponsorship letter, that phone calls & personal contacts were also good ways to solicit sponsors.

8. CONSENT CALENDAR

- No Item

9. REPORTS OF COMMITTEES

- A) Executive Committee (Thomas, Pearson, Davies)
- B) Finance Committee (Pearson, Davies, Fishman, Trent)
- C) Nominating Committee (Utrilla, Moran)
- D) Policies & Procedures (Pearson, Thomas, Williamsen, Fishman)
- E) Outreach & Development (Davies, Moran, Utrilla, Trent)

No Committees met.

10. OLD BUSINESS

A) Discussion and possible action on 2012/13 Financial Review & Annual Report (Bertucci)

Motion – Trent Second - Thomas Approved, pending satisfaction of Pearson in regards to accounting adjustments & and Fishman acceptance prior to Nov. meeting.

B) Discussion and possible action on Appointment of Board Officers (Thomas)

Tabled to November.

C) Discussion and possible action on plans for 2013 Board retreat (Thomas)

Discussion only, to be scheduled in Jan. or Feb. and most likely replacing monthly meeting. Item to be carried over as Old Business in Nov.

11. NEW BUSINESS

None.

12. ADJOURN TO CLOSED SESSION

A) No Item

ADJOURN – 7:57 P.M.

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