



Petaluma
Community
Access

A 501.c3 Public Benefit Corporation

Board of Directors Minutes
Tuesday, September 16, 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
Marsha Trent – Secretary— **Absent**
Matt Pearson— **Absent**
Rachel Moran –
Tim Williamsen – City of Petaluma Designate— **Absent**
John Bertucci – Executive Director— **Acting Secretary**

1. ROLL CALL - 7:06 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.

3. BOARD OF DIRECTORS COMMENTS & ANNOUNCEMENT

- Bertucci introduced Board candidate Mark Jaramillo, present for meeting.

4. AGENDA APPROVAL

Requests for modifications, deletions

- Fishman moved and Rivas seconded approval. **Approved 4-0**

5. APPROVAL OF MINUTES

Minutes for August 19, 2014 PCA Board of Directors Meeting

- Rivas moved, Moran seconded approval. **Approved 4-0**

6. TREASURER'S REPORT

Report for August, 2014 Financial Statements (Bertucci)

Fishman reported general financial health of organization, monthly Balance being approx. \$14,500. Bertucci noted the Comcast PEG Fees arrived with increase of approx. \$600, and that annual Liability policy has been paid, to appear in next month's financials. Also, materials for Annual Financial Review have been delivered to Torkelson.

7. EXECUTIVE DIRECTOR'S REPORT

ED Bertucci reported on new employees Chris Fisher, Outreach Coordinator, and Eric Hardie, Access Assistant, Fisher was present and responded to questions; Election ballots sent out; confirmed dates

7. EXECUTIVE DIRECTOR'S REPORT cont.

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for “Art of Cinema in Chapters” lectures at Petaluma Arts Center: 11/19, 11/21, 12/10, 12/12; ACM conference in Ventura 10/24-24. ED also described the Virtual Film Festival on ch27 in 2 weeks; and reported on PCA staff visit to Kenilworth Junior High 9/25; upcoming Candidate Forums at City Hall 10/1.

8. CONSENT CALENDAR

No item.

9. REPORTS OF COMMITTEES

- A) Executive Committee (Thomas, Rivas, Fishman) **No Report**
- B) Finance Committee (Pearson, Fishman, Rivas) **No Report**
- C) Nominating Committee (Moran, Trent, Rivas, Thomas) **No Report**
- D) Policies & Procedures (Pearson, Thomas, Williamsen, Fishman) **No Report**
- E) Outreach & Development (Moran, Trent) **No Report**

10. OLD BUSINESS

- A) Discussion only of operational transition to new staff structure (Bertucci)
Transition will take months, and ED recommends this item remain on Agenda for duration to monitor progress and discuss related issues; but no new issues to report at the moment.
- B) Discussion and possible action on Petaluma Business EXPO 10/2 (Trent)
Rivas, Trent, Moran and Bertucci will tend the PCA table, with PCA staff video recording event as agreed to with Chamber, in return for table at no cost to PCA. There will be video on display and Business Sponsorship brochures
- C) Discussion only of Rohnert Park & Cotati City contracts (Bertucci)
ED Bertucci reported on progress: initial contacts have been promising; Rohnert Park has requested a proposal due at end of month, and we will submit same to Cotati, then arrange follow up meetings with both cities.

11. NEW BUSINESS

- A) Discussion and possible action on Members Meeting planning 9/25 (Bertucci)
New Outreach Coordinator & ED have visited venue and will organize food, cake and soft drinks to supplement the beer provided by Lagunitas, Moran and Thomas will arrange for a wine donation. Fishman moved and Rivas seconded that PCA staff be delegated to spend up to \$300 for the necessary supplies.
Approved 4-0

12. ADJOURN TO CLOSED SESSION

No item.

13. REPORT OUT OF CLOSED SESSION

ADJOURN – 7:49 p.m.

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