



Petaluma  
Community  
Access

A 501.c3 Public Benefit Corporation

## **Board of Directors Minutes**

Tuesday, July 16, 2013

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

### **BOARD OF DIRECTORS**

Cindy Thomas – Chair - absent  
Eric Adams – Vice-Chair  
Matt Pearson -- Treasurer  
Jason Davies – Secretary  
Neal Fishman  
Rachel Moran - **absent**  
George Utrilla  
Marsha Trent - **arrived at 7:13**  
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

Pearson – expansion of classes at JC - classes in Fall 3rd week in August  
Bertucci – Wishing Ray Johnson well.

#### **4. AGENDA APPROVAL**

- Requests for modifications, deletions

Williamson motions.  
Fishman seconds.

#### **5. APPROVAL OF MINUTES**

- Minutes for June 18th, 2013 PCA Board of Directors Meeting

Pearson motions.  
Williamsen seconds.

#### **6. TREASURER'S REPORT**

Report for June 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](http://www.pca.tv)



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15K reimbursement for capital investments. Unrestricted capital account  
126K in bank.

### **7. EXECUTIVE DIRECTOR'S REPORT**

Topics: New Access Assistants; New interns; Credit card deposits; Studio build-out; POV screenings & TVs; Upcoming classes; Website work.

Nick and Francisco on board – access assistants  
Mario doing great job.  
Other interns on board as well.

Studio coming along nicely – need new switcher.  
Goal is August, open for public in Sept.  
Patti Smith screening – 6:30-9:30.  
New TV – went through 3 faulty units  
FCP class.  
Stop motion class cancelled.  
You Tube channel  
Staff bios.  
Board photos.

LPFM - January would be soonest.

### **8. CONSENT CALENDAR**

- No Item

### **9. REPORTS OF COMMITTEES**

- A) Executive Committee (Thomas, Adams, Pearson, Davies)
  - B) Finance Committee (Pearson, Davies, Fishman, Trent)
  - C) Nominating Committee (Adams, Utrilla, Moran)
  - D) Policies & Procedures (Pearson, Thomas, Williamsen, Fishman)
  - E) Outreach & Development (Adams, Davies, Moran, Utrilla, Trent)
- Report on O&D meeting 7/15/13

Discussed PCA scholarship  
Talked about the branding.  
“Community Access is more about community” – Bertucci

### **10. OLD BUSINESS**

- A) No item.

### **11. NEW BUSINESS**

A) Discussion and possible action on plans for 2013 Board retreat (Thomas)  
Ideas for activities at next retreat discussed.  
ACM conference mentioned.

Add to agenda for next meeting under new business: Explore moving meetings to office.

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**12. ADJOURN TO CLOSED SESSION**

A) No item.

**13. REPORT OUT OF CLOSED SESSION**

A) No item.

**ADJOURN –**

Davies motions

Williamsen seconds....

Adjourned at 7:28

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