



Mountain Community Television – Channel 15
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Minutes of Board Meeting September 9, 2008

9 AM at Studio COS LRC2
College of the Siskiyous
800 College Avenue Weed, CA

9:08 AM

ROLL CALL - Judith Conrad, Steve Crow, Todd Cory, Greg Messer
Excused, Barbara Dillman
Audra Gibson, Kathy Blevins, John Cumming, Steve Dantini, Ron Demele, Vince Reinig

CHECK-IN-Judith

MINUTES of August 5, 2008 regular meeting were approved as submitted. In the future, the board and volunteer staff will receive copies of the minutes prior to the scheduled meeting.

PUBLIC COMMENT – None

EXECUTIVE DIRECTOR REPORT/Gibson

Handouts – Approved Policies, Updated Office Procedures and Rules

Technical Report - Computer installation, Phone System - Skype

Operations and Programming – Internet program streaming test run proposal.

The President appointed the following members to research and evaluate a 5 year plan (including costs and liabilities) to add video streaming service: Greg Messer, Steve Crow, John Cumming, Audra Gibson. Vince Reinig agreed to assist.

OLD BUSINESS

ACTION TO ADOPT BOARD POLICIES – Dillman

The Board adopted policies 2, 3, 4, 11 and 12 language as follows by unanimous vote:

Board Policy 2

Mission/Vision Statement

The mission of Siskiyou Media Council and MCTV15 is to encourage and support the use of media for sharing thoughts opinions and events by, and for the people of Siskiyou County.

When looking at its future, SMC/MCTV 15 sees itself as:

The mission of MCTV15 is to encourage and support the use of media for sharing thoughts opinions and events by, and for the people of Siskiyou County.

- A welcoming center in promoting free speech and creative expression.
- Actively engaged in promoting free speech and creative expression.
- Dedicated to a collaborative spirit which empowers individuals, and assists the organizations, government and educational institutions of the community to share their messages.
- Committed to overall excellence in production, programming approaches and technology implementation.
- Highly visible, credible, and valued as a public institution secure in its funding base.

In 2011 SMC/MCTV15 is a solvent and well-respected non-profit organization with a state –of-the-art production facility on the campus of the College of the Siskiyous. From their headquarters in Weed, they serve the cities of Weed, Mt. Shasta, Dunsmuir and McCloud and Siskiyou County with timely information and entertainment for area residents on live feed HD television, radio and over the internet to contacts around the world. A full time Executive Director manages a full time Program Director, part time development director and over 20 regular trained volunteers. The ED is supported by a professional nine member volunteer board of directors and an over \$100,000 operating budget funded in large part by revenue from service organizations, donations, sponsors, and underwriters.

Board Policy 3 Eligibility

Eligibility for the use of MCTV managed resources is limited to any adult resident, authorized minor, representative of Siskiyou County area nonprofit organization, local government agency, local educational establishments and students in media classes at the College of the Siskiyous. Public Access Television in south Siskiyou County is managed under a first- come, first served, content-neutral programming policy, which ensures fair and equal opportunity for all users of the service.

For specific Rules and Procedures, see Operating Rules, Policies and Procedures for Mountain Community Television Channel 15 (MCTV15):

Section II Eligibility, p. 1,

Section II Scheduling Equipment and Facilities, p. 2, and

Section V Channel Access, p. 3.

For fees, see Rate Sheet. And Access Application.

For scheduling, see Studio Access form.

Board Policy 4 Program Ownership & Distribution

Each show’s producer is personally responsible for his or her expression and retains ownership of the creative rights to the programs they produce unless otherwise agreed to in writing. There are strict guidelines that must be adhered to.

For specific Rules and Procedures, see Operating Rules, Policies and Procedures for Mountain Community Television Channel 15 (MCTV15):

Section IV Program Ownership & Distribution, p.3.

For legal agreement, see Production Agreement, On-Air Release, and MCTV15 Show Agreement (updated 8/24/08)

Board Policy 11
Financial Responsibility of Staff

To insure the timely payments of bills, the Executive Director writes checks for bills incurred by SMC and make charges on the credit card if the expenditure is in the approved budget. For those items not approved by the budget, the ED must seek approval from the Board before making payment. The Station Director will enter the income and expenses into the accounting software. The Treasurer will receive the bank statement and balance the bank account monthly and make quarterly reports to the board.

Board Policy 12
Contracts with Government Entities

SMC believes it is in the best interest of public television to provide a contract indicating services provided and the responsibilities for each entity.
See attachment: PUBLIC ACCESS TELEVISION SERVICES AGREEMENT
BETWEEN THE CITY OF MT. SHASTA AND THE SISKIYOU MEDIA COUNCIL

The following language for disclaimer now appears as an EBB listing prior to the programming schedule.

THE CONTENT, VIEWS AND COMMENTS EXPRESSED ON THIS PROGRAM ARE SOLELY THOSE OF THE PRODUCER(S) OF THIS PROGRAM AND NOT NECESSARILY THOSE OF: MCTV15; NORTHLAND CABLE; THE COLLEGE OF THE SISKIYOU; THE CITIES OF DUNSMUIR, MT. SHASTA, WEED NOR THOSE OF ANY SPONSORS AND/OR UNDERWRITERS OF SISKIYOU MEDIA COUNCIL.

REPORTS

Board accepted the Fiscal year 2007-08 Quarter/Year End Financial Reports and tabled the discussion of Investment Proposal to next meeting.

Business Plan Committee Report – Messer/Gibson
<http://www.mctv15.org/Board/BusinessPlan2008Draft>

After discussion, the Board unanimously approved a prioritized list of direction of work and matrix components for the Executive Director.

COS Instruction Liaison - Ron Demele

Comm 35 was cancelled due to lack of enrollment, other full credit media class is full. All cooperation on the part of MCTV15 is appreciated.

COS Liaison-Steve Crow

New President, Randall Lawrence from Olympia College, Washington begins October 1, 2008. Update on Bond Measure projects, many campus improvements completed this summer. Online system for managing student accounting planned to be in place.

NEW BUSINESS

Core services question – studio hours, staffing, level of expertise needed, stipend?

Business Committee (Judith, Greg, Audra and John) to meet and report back to the board.

Meeting Adjourned 11:20 AM to next Regular Meeting: October 7, 2008