



Public Access
It's Your Community on Television.

Mountain Community Television – Channel 15
Studio COS, 800 College Ave
Weed, CA 96094
Telephone: 530-938-5910
Email: info@mctv15.org
Web: www.mctv15.org

Minutes of the Board Meeting April 3, 2007

Mountain Community Television - Channel 15

Tuesday, April 3rd, 2007 9:00 am

Studio COS LRC 2, 800 College Avenue, Weed, CA 96094

Board Members

Present: Audra Gibson, Judith Conrad, Todd Cory, Steve Crow

Absent: Rick Satchell

Quorum: Yes

Others Present

Sectary/Treasurer: Shirley Hammond

Operations Manager: Kathy Blevins

Technical/Program Director: John Cumming

Others: Brendan Butler, Rex Golston, Vince Reinig, Arthur Aday Kathy

Sheehan, YCTV4 representative, and City of Yreka representative, Rhetta Hogan

Proceedings

- Meeting called to order at 9:05 am by chair, Audra Gibson
- Minutes of March 6, 2007 regular meeting were approved as written.

Public Comment

- Kathy Sheehan and Rhetta Hogan from Yreka reported that the Yreka City Council has passed a resolution requesting the collaboration of MCTV15 with YCTV4
- Arthur Aday announced that he is bringing guests to the studio for a tour and introductions and requested our collective warmest welcome

Operations Manager Report by Kathy Blevins

- Kathy reported on the month's activities and the cost of supplies. The costs of supplies from the college arranged Office Depot account were on the high side. Recommended ordering direct.

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Financial Report by Shirley Hammond

- A Profit and Loss report as well as a Balance Sheet and Budget were presented and reviewed. The new Actual % of budget spent was included as part of the Balance Sheet

Programming Report by John Cumming

- Kathy is learning the process and helping to prepare the programming. Kathy managed to update the show database, rip disks, prepare XML and CUT files. This represents a significant portion of the work associated with programming the schedule each week..

Technical Report by John Cumming

- Most of the new equipment for the studio, ordered by COS, has arrived and John is currently learning, testing and installing it.
- John presented an impressive demo of DabbleDB, an on-line relational database application he is recommending for MCTV15
 - **MOTION: To Purchase DabbleDB @ the 5 user \$200/year level - seconded and passed 4-0**
 - Audra suggested a workshop for interested volunteers and staff to learn the use of DabbleDB
 - **ACTION: John will set up a DabbleDB workshop session**
- Vince affirmed that Northland Cable is on target with the move of the Head-end by June 1 2007
ACTION: Vince to move Head-end to Studio COS on or before June 1, 2007.
Vince will communicate time line ASAP

Policies and Procedures

- Kathy reported that the key policy and sign in policy is in progress
 - Audra and Shirley offered help if needed
ACTION: Audra and Shirley will assist in development of a draft key policy by next board meeting.
 - Steve stated clearly that the COS policy for the studio is to keep all doors locked except when in use by MCTV15 or a COS class, with a COS instructor present.

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Public Liaison Report by Judith Conrad

- None

Government Liaison Report by Audra Gibson

- None

YCTV4 Liaison Report by John Cumming

- The dialog continues to develop
- **MOTION: Form a sub-committee to work on the possible options. John, Steve, Shirley Kathy. Seconded and passed 4-0**
 - **ACTION: John will arrange a round table meeting with YCTV4 within 3 weeks.**
 - **ACTION: John will review City resolutions and college Memorandum of Understanding related to MCTV15 for discussion with YCTV4**

Old Business

- Kathy reported that she has not received the keys back from Rick.
 - **ACTION: Audra will phone Rick and ask for the return of his keys.**
- Audra updated us on the plans for the up-coming special meeting with Dianne Strachen and reminded us all to attend on Thursday
 - **ACTION: John will send key job descriptions to team@mctv15.org**

Mt. Shasta Legacy Fund Grant updates

- **ACTION: John will prepare a bill for \$500 to JEDI for work done**
- Audra reported a meeting with Sisson Museum and presented a letter from them requesting a \$250 matching funds grant for a promotional video.
 - **MOTION: To accept Sisson Museum as recipient of a \$250 matching fund grant for the production of a promotional video. Seconded and passed 4-0**
- Audra reported that Mt. Shasta Community Resource Center has expressed interest in a matching funds grant and will send an application soon.

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New Business

- Discussion regarding the formation of an Executive Committee/Director and their job description was deferred to the Special Board Meeting with Dianne Strachen on April 5

Board/Staff Comments

- Efforts are still being made to interest community leaders in taking a roll on our board.
- Audra is scheduled to meet with Barry Russell to discuss possibilities of integrating work study participants into MCTV15 task fulfillment, and to discuss the COS Media department plans to hire new faculty and what that working relationship with MCTV15 might be.
- Vince announced that he has available, through his Mount Shasta High School video class, a 10x1 disc duplication system that we may be able to use for special projects at an affordable fee
- Steve Crow informed us of the progress being made on some of the COS construction plans and that free wireless Internet will soon be available on both campuses
- Brenden offered the suggestion that an acknowledgment of volunteer efforts be rewarded with an MCTV15 T-shirt after X number of hours of service
- Audra announced an up-coming event, Partnering for Tomorrow, sponsored by Leadership Siskiyou County, on May 15 2007, 5:30-7pm, at the Yreka Community Center. We might want to record this event, possibly in collaboration with YCTV4.
- Tim Harris was introduced as a new producer
- Questions arose regarding the level of participation/exposure we want to have at the 4th of July celebration and at the Siskiyou County Fair. No concrete commitments at this time...

Adjournment

Adjourn at 11:05 AM to Special meeting:
Thursday April 5, 2007 at 4:00pm.

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