

Studio COS LRC 2 800 College Avenue Weed, CA 96094 530.938.5910 mctv15.org

The mission of MCTV 15 is to encourage and support the use of media for sharing events, thoughts, and opinions by and for the people of Siskiyou County

Minutes of Board Meeting Tuesday, October 3, 2006

9 AM Studio COS LRC 2, 800 College Avenue, Weed, CA

Roll Call Audra Gibson, Judith Conrad, Todd Cory, Steve Crow. Rick Satchell absent. Kathy Blevins, Vince Reinig, John Cumming, Shirley Hammond, Arthur Aday, Brendan Butler, Val Shepard, Jason, Rex.

Closed Session A report of the Operations Manager Personnel Evaluation held on September 28, 2006 was made to the board by Audra

Minutes of September 5, 2006 regular meeting were approved as written

Public Comment Arthur Aday expressed thanks to Kathy Blevins and John Cumming for the assistance in learning the technology of editing software.

Old Business

- Board discussion of responsibilities of board members – Survey submissions are still out. Board recruitment depends on some of this information which needs to be returned ASAP.
- Mt. Shasta Legacy Fund Grant updates Snip ‘n Save has expressed interest, Kathy to follow up with them.
- Update on accounting and budgeting from sub committee – John, Audra, Shirley Lynn Teuscher at AGT has reviewed the new accounting software set up and signed off on the one-time adjustment for the accrued amount of “In-Kind Donations” to better reflect the actual profit and loss report for [MCTV 15](#). Shirley will now work with Kathy on a system for input of income and expenses and report to the board on a monthly basis. Check signing to be confirmed between Steve C row and Sandi Duchi. The board will review the Treasurer’s appointment in the next few months as the new system is implemented.
- Collaboration with YCTV reps for [MCTV 15](#) will continue to attend YCTV meetings and work towards shared programming. They are under the auspices of the City of Yreka and viewer ship is approximately 3,000 in the north county.

New Business

None reported

Reports and Possible Action

- Meeting with Siskiyou County CAO report – Audra and Vince met with Barry Shoista to discuss the practicality of getting the Board of Supervisors meetings aired on [MCTV 15](#). It was concluded that some installation of equipment at the Supervisor’s chambers in Yreka might be necessary or finding a volunteer to tape entire meetings and submit them for broadcasting may be difficult due to the length of the meetings. Audra suggested the CAO contact her if there was an item of particular interest on an agenda that they would like aired, a volunteer may become available on a per meeting basis. Other options will continue to be pursued.
- Operations Manager – Kathy Blevins presented her report advising the use of time sheets for individuals to track their own contributions of time and services to [MCTV 15](#). The records will be kept on file in the studio office. The VCR and DVD player have failed due perhaps to a power outage. John Cumming and Steve Crow to discuss options for replacement.
- Financial Report – Shirley Hammond presented the fiscal year 2005-06 report which has been filed with tax accountant and the format for the new reporting was discussed.
- Tech Committee-John Cumming “black screen” problem has been identified and adjustments will be made to avoid the conflict within the particular program. COS has installed a generator that should

avoid power outages such as have occurred in the last few months, thus offering more protection for our equipment. Purchase of more lapel microphones was suggested.

- Programming – John Cumming has been training Shirley on programming with the goal being the creation of step by step instructions for others to perform the task. This will become more appropriate as the Northland head end is in place at the studio. The board may want to consider this as a paid position as there is a fair amount of time and detail work involved in programming. Steve Crow will look into the possibility of college work study position as a longer term option.

- There were no Policies and Procedures updates

- Liaison Reports - Public (Judith Conrad) ongoing. Education (Marian Murphy-Shaw) faxed information. , Government (Audra Gibson), Candidate nights for Supervisor Dist. 3, City of Weed and Mccloud community Services District were taped and will be aired until election day. Next volunteer meeting on October 17th at 9 AM in the studio.

Board/Staff Comments Steve Crow updated the board on the Bond allocations to the campus, in particular with the technology updates. Vince reported the completion of the live feed is estimated to occur in November 2006. There was a suggestion to help educate the public about Public Access TV. Vince offered to run some 30 sec spots on other channels to help with this campaign.

Adjourn at 11:02 AM to next regular meeting: Tuesday, November 7, 2006 9 AM