AGENDA
EDUCATIONAL TELEVISION FOR THE CONEJO (ETC)
BOARD OF DIRECTORS
Thursday, OCTOBER 19, 2017, 11:00 A.M.
District Office – Conference Room B1

I. 11:00 A.M. REGULAR SESSION

A. Call the Meeting to Order and Roll Call:
   Sue Wells, ETC President, called the meeting to order at 11:00 a.m. She called roll, as
   follows:
   Board of Directors
   Sue Wells, ETC President  Present
   Denise Reader, ETC Secretary  Present
   Victor Hayek, Ed.D., ETC Treasurer  Present
   Sandee Everett ETC Director  Present
   ETC Director  Vacant
   Other Attendees
   Terry McCallum, ETC Executive Director  Present
   Richard Blake, CVUSD Audio Visual Technician  Present
   Cindy Goldberg, Executive Director, Conejo Schools Foundation  Present
   Mark McLaughlin, Interim Superintendent  Present

B. Ms. Wells led the Pledge of Allegiance.

C. Ms. Wells read the Announcements and Procedures.

D. Approval of the Agenda
   Denise Reader moved to approve the Agenda as written, Sandee Everett seconded the motion,
   and the motion carried 4-0.

E. Comments

   1. Public
      (none)

   2. Executive Director
      Terry McCallum presented a history of Education Television for the Conejo and potential
      goals and plans going forward. Mr. McCallum announced that as of October 12th, Conejo
      Television is an accepted producer of CIF playoff games. Conejo Television is supposed
      to be receiving half of the PEG fees that the City of Thousand Oaks collects from cable
      franchising, Mr. McCallum is following up with the City on how to receive those funds.
      That money can be used to buy equipment, but not for salaries or services.

II. ACTION ITEMS - GENERAL
(Each item requires a motion for approval)
A. **Election of Dr. Mark McLaughlin**
   - Denise Reader moved to nominate Dr. McLaughlin to replace Dr. Bonitatibus position for term ending 2018. Sandee Everett seconded the motion. The motion carried.

B. **Re-election of Denise Reader for Director**
   - Sandee Everett moved to re-elect Denise Reader for Director term ending 2020. Sue Wells seconded motion. The motion carried.

C. **Elections of Officers for 2017-2018**
   - Nominations for President (Term 1 year) – Dr. Hayek moved to nominate Sue Wells. Denise Reader seconded the motion. Sue Wells accepted the nomination and the motion carried.
   - Election of Secretary (Term 1 year) – Dr. Hayek moved to nominate Denise Reader. Sue Wells seconded the motion. Denise Reader accepted the nomination and the motion carried.
   - Election of Treasurer (Term 1 year) – Denise Reader moved to nominate Dr. Hayek as Treasurer. Sandee Everett seconded the motion. Dr. Hayek accepted the nomination and the motion carried.

D. **Approval of Minutes Dated June 12, 2017** (Section B of this packet)
   - Denise Reader moved to approve the Minutes as submitted. Sandee Everett seconded the motion, and the motion carried.

III. **INFORMATION / DISCUSSION ITEMS**

A. **Insurance and Liability** (Attachments)
   - Sue Wells conferenced in Paul Roman from Nonprofits Insurance Alliance Group to explain the four types of coverages the committee is looking to purchase (General Liability, Auto, Directors and Officers, and Volunteer Participant Accidents). Ms. Wells will provide a summary sheet from the company of all the policy coverages and charges for the committee to vote at the next meeting. Terry McCallum will work on an approved list of student volunteers to have on file for coverage that will be updated at the beginning of every school year.

B. **Final 2017-2018 Budget**
   - Nothing presented on the budget.

C. **Programming calendar**
   - Terry McCallum submitted a proposed weekly schedule for 2018. Mr. McCallum recorded the College Night at Newbury Park High School and Dr. McLaughlin’s speech at the State of Schools address, will add to the schedule.

D. **BMI/ASCAP Licensing Update**
   - Terry McCallum said ASCAP doesn’t know how to categorize Conejo Television since they haven’t worked with a PEG company before. Mr. McCallum is working with them to put together a proposal for broadcasting the school’s concerts.
E. Topics for the Next Meeting
   - Insurance (action)
   - MOU(action)
   - Budget (action)
   - Programming Schedule

IV. NEW BUSINESS

A. Richard Blake asked why we don’t have to provide Closed Captioning. Per Terry McCallum there is a Closed Captioning clause in the FCC Requirement that cable television systems with less than a $3 million budget per year is not required to provide closed captioning.

B. Dr. Hayek set the goal to have 84 hours of programming, twelve hours for seven days, planned out by the January meeting or the committee needs to have the discussion of whether the program should exist.

C. Richard Blake said if we aren’t going to repair the satellite at Thousand Oaks High School, then he needs 24 hours broadcasting. Mr. Blake will have Tim McCabe get a quote for the removal of the satellite.

V. ADJOURNMENT

Sue Wells adjourned the meeting at 12:28 p.m.

The next scheduled meeting is Thursday, January 16, 2018 at 11:00 a.m. in Conference Room B1.

Date 1/16/18

President