

**AGENDA**  
**EDUCATIONAL TELEVISION FOR THE CONEJO (ETC)**  
**BOARD OF DIRECTORS**

**Thursday, January 16, 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 11:03 a.m. and called roll:

Board of Directors

Sue Wells, ETC President	Present
Denise Reader, ETC Secretary	Present
Victor Hayek, EdD. Treasurer	Present
Sandee Everett, Director	Present
Mark McLaughlin, Director	Absent

Other Attendees

Terry McCallum, Executive Director	Present
Richard Blake, A/V Technician	Present
Cindy Goldberg, Exec. Dir., CSF	Absent

**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**

(See attached)

**II. ACTION ITEMS - GENERAL**

**A. Approval of Minutes Dated October 19, 2017**

- Denise Reader moved to approve the Minutes as submitted. Sandee Everett seconded the motion, and the motion carried 4-0.

**III. INFORMATION / DISCUSSION ITEMS**

**A. Programming Schedule**

- Terry McCallum will create a schedule of programming to submit at the next meeting, which will include previous concerts and future productions already agreed upon with school sites.

**B. BMI/ASCAP Licensing Update**

- Ms. Wells, reported that Cindy Goldberg spoke with ASCAP, and they stated that we do not need a license agreement with them since we are a PEG.

**C. Satellite at Thousand Oaks High School**

- Richard Blake stated we are currently not using the satellite at the school. Mr. Blake will contact Planning and Facilities to get a quote on the removal. Terry McCallum suggested to change their line to a Roku and broadcast through it.

**D. MOU Between Conejo Valley Unified School District and Educational Television for the Conejo**

- Ms. Reader moved to approve the MOU between CVUSD and ETC. Ms. Everett seconded the motion, and the motion carried 4-0.

**E. Insurance from Nonprofits Insurance Alliance Group**

- Ms. Wells reported the three insurance policies (General Liability, Directors' and Officers' and Auto) will total \$1,987 a year. Abuse and Molestation is possibly missing from coverage, Ms. Wells will get a revised quote to include that coverage. Mr. McCallum will bring the list of volunteers for ETC for the board to review and approve.

**F. 2017-2018 Budget**

- Mr. McCallum presented the budget previously submitted for 2017-2018. Mr. McCallum will bring a revised budget next meeting to review and approve.

**G. Topics for the Next Meeting**

- **Approval of Insurance Policies**
- **Revised Budget 2017-2018**
- **List of Student Volunteers & Parents**

**IV. NEW BUSINESS**

- A.** Board agreed to meet on February 6<sup>th</sup> at 8:30am to approve the insurance policies, 2017-2018 budget and the list of volunteers.
- B.** Dr. Hayek requests going forward to approve next fiscal's year items at the last meeting of the current fiscal year.
- C.** Mr. McCallum brought up charging NFHS fee to the community for a year's access of streaming for \$10.
- D.** Mr. McCallum is putting together a brochure and form for advertising to get sponsors for channel.

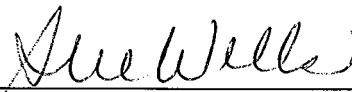
**V. ADJOURNMENT**

Sue Wells adjourned the meeting at 12:06 p.m.

The next scheduled meeting is Tuesday, February 6, 2018 at 8:30 a.m. in Conference Room B1.

2/6/18

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Date

  
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President