EDUCATIONAL TELEVISION FOR THE Conejo, Inc (ETC) 
CONJEOTV

BOARD OF DIRECTORS 
NOVEMBER 10, 2015 8:15 AM
Conference Room A
Conejo Valley Unified School District
1400 E Janss Road, Thousand Oaks 91362

AGENDA

1. Opening Provisions/Flag Salute – Dr. Ann Bonitatibus

2. Roll Call

3. Public Comments

4. Treasurer’s Report/Audit / Tax Reports - Dr. Jon Sand

5. Approval of Minutes May 15, 2015

6. Nomination of Directors
   (Bonitatibus, Sand, and Buckles may nominate. Bylaws stipulate that three
   Board Members must be CVUSD representatives, with an additional two
   outside members from Conejo Schools Foundation.) Proposed new
   members are: Sue Wells and Denise Reader.

7. Election of New Directors – Dr. Jon Sand

8. Executive Director’s Reports – Terry McCallum
   a. Development of Memorandum of Understanding between
      ETC and Conejo Schools Foundation (CSF)
   b. Conejo Schools Foundation financial procedures/signatures
   c. Conejo Schools Foundation fee for services
   d. Weekly Program Schedule
   e. National Federation of State High School Associations
      (NFHS) web site and agreement information
   f. Establish date for follow-up meeting

9. Adjournment
EDUCATIONAL TELEVISION FOR THE CONEJO, INC. (ETC)

BOARD OF DIRECTORS
May 15, 2015 at 2:00 p.m.

Conejo Valley Unified School District
1400 E. Janss Road, Thousand Oaks 91362
Superintendent’s Office

MINUTES

1. Opening Provisions/Flag Salute
   Meeting called to order at 2:00 p.m.

2. Roll Call
   Attendees:
   Peggy Buckles, President
   Jeffrey Baarstad, Secretary
   Jon Sand, Assistant Treasurer
   Terry McCallum, Executive Director

3. Public Comments
   None

4. Treasurer’s Report/Audit
   Jon Sand reviewed the Wells Fargo bank statement. As of April 30, 2015, the balance was $10,187.00.

5. Change of Bylaws to Include CSF Board Members
   Goal is to partner with the Conejo Schools Foundation for:
   1. Administrative and Financial Services
   2. Sponsorships and Support
   3. Seats at the Board
   Terry McCallum proposed to revise Section 2, regarding the number of directors. Jeff Baarstad moved to approve the proposal, Peggy Buckles seconded the motion, and the motion carried 3-0.

6. Filing of the 2013 and 2014 Tax Returns and Payment for Preparation
   Tax filings for 2013 and 2014 were completed by Freeman and Associates, CPA, at a cost of $150 total. Jeff Baarstad moved to accept the $150 expenditure, Peggy Buckles seconded, and the motion carried 3-0.

7. Proposed Equipment Expenditure
   Peggy Buckles moved to approve $6,750 expenditure for the Executive Director, Terry McCallum, to purchase equipment. The motion carried 3-0.
8. **CVUSD Annual Budget Support**
   Jeff Baarstad moved for a $5,000 annual contribution to be made from the CVUSD Superintendent's Marketing budget to ETC for operation of ETC. The motion carried 3-0.

9. **Report on Programming**
   Terry McCallum provided a report of programming including ideas for content, technology needs, and program scheduling.

10. **Adjournment**
    The meeting adjourned at 2:45 p.m.