

EDUCATIONAL TELEVISION FOR THE CONEJO, INC. (ETC)

BOARD OF DIRECTORS

June 21, 2016, 1:00 p.m.

Location: Conejo Valley Unified School District
1400 E. Janss Road, Thousand Oaks, CA 91362

MINUTES

OPENING PROVISIONS

A. Opening Provisions/Flag Salute

Peggy Buckles, ETC President, called the meeting to order at 1:08 p.m. She conducted the Pledge of Allegiance and made procedural announcements.

B. Roll Call

Mrs. Buckles called roll, as follows:

Board of Directors

Peggy Buckles, President, ETC	Present
Ann Bonitatibus, Ed.D, Secretary, ETC	Present
Jon Sand, Ed.D, Treasurer, ETC	Present
Sue Wells, Vice President, Conejo Schools Foundation	Absent
Denise Reader, Secretary, Conejo Schools Foundation	Late Arrival

Other Attendees

Terry McCallum, Executive Director, ETC	Absent
---	--------

Guests

Cindy Goldberg, Executive Director, Conejo Schools Foundation	Present
---	---------

C. Public Comments

(None)

D. President's Comments

(None)

E. Individual Board Members' Comments

None)

F. Treasurer's Report

Dr. Sand, Treasurer, provided the following summary of the Wells Fargo Bank Account:

\$9,096.51	Balance reported at ETC Meeting on May 18, 2016
(14.00)	Wells Fargo Bank Fees as of May 31, 2016
<u>(712.01)</u>	Pay CVUSD for tax & nonprofit status documentation preparation
\$8,370.50	Remaining Balance June 21, 2016

In March 2016, ETC requested that the Franchise Tax Board (FTB) approve continued tax exempt status for ETC. In June 2016, additional clarification was mailed to FTB. We hope to receive approval of the tax exempt status from FTB by Fall 2016.

G. Executive Director's Comments

Cindy Goldberg, Executive Director of Conejo Schools Foundation, shared that Terry McCallum is on extended leave due to illness. She stated that Terry plays a vital role in coordinating the educational television programming.

ACTION ITEMS

A. Approval of Minutes – May 18, 2016

Jon Sand moved to approve the Minutes as written, Ann Bonitatibus seconded the motion, and the motion carried 3-0 with Sue Wells absent and Denise Reader not present for the vote.

B. Approval of the School Broadcast Program Contract with National Federation of State High School Associations (NFHS)

The Board of Directors discussed a contract with NFHS for live broadcast streaming services and delayed broadcasting services. Jon Sand and Cindy Goldberg reported our District would be the only one that signed the agreement. Since Terry McCallum is currently ill and a substitute is not currently available, it is recommended to not approve the NFHS Contract at this time.

Jon Sand moved to approve the contract with National Federation of State High School Associations (NFHS), Ann Bonitatibus seconded the motion, and the motion failed 0-4 with Sue Wells absent.

Ann Bonitatibus moved to defer approval of the contract with NFHS, Jon Sand seconded the motion, and the motion carried 4-0 with Sue Wells absent.

C. Amendment of ETC Bylaws

It was proposed to amend the ETC Bylaws in order to align with the rules of the Brown Act, remove redundant information, and clarify policy.

Denise Reader moved to approve amendments to the ETC Bylaws as proposed, Peggy Buckles seconded the motion, and the motion carried 4-0 with Sue Wells absent.

D. Authorize Transfer of the ETC Checking Account to Conejo Schools Foundation's (CSF) Bank of Choice and Authorize New Signers on the Account

The Board considered transfer of the ETC checking account from Wells Fargo to Conejo Schools Foundation's bank of choice. The proposal is to require signature by two of the following authorized signers in order to process a bank transaction:

- Executive Director of Conejo Schools Foundation
- Treasurer of Educational Television for the Conejo
- Secretary of Educational Television for the Conejo

Jon Sand moved to approve transfer of the ETC checking account to CSF's bank of choice and requiring signature by two of the authorized signers on the account as proposed, Ann Bonitatibus seconded the motion, and the motion carried 4-0 with Sue Wells absent.

INFORMATION / DISCUSSION ITEMS

A. Approval of the ETC Meeting Schedule for 2016/2017

Dr. Sand proposed to schedule ETC meetings for 2016/2017 at 1:00 p.m. on the third Tuesday of August, October, January, March, and May.

ADJOURNMENT

Jon Sand noted that this is his last ETC Meeting and he feels ETC serves an important role in the community. The Directors thanked him for his service on the ETC Board. Peggy Buckles adjourned the Open Session at 1:24 p.m. The Board of Directors will reconvene on Tuesday, August 16, 2016, at 1:00 p.m. in Conference Room A at the District Office.

Date August 16, 2016

Peggy Buckles
President