

EDUCATIONAL TELEVISION FOR THE CONEJO, INC. (ETC)

BOARD OF DIRECTORS

August 16, 2016, 11:15 a.m.

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

MINUTES

OPENING PROVISIONS

A. Opening Provisions / Pledge / Announcements

Peggy Buckles, ETC President, called the meeting to order at 11:16 a.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
Sue Wells, Vice President, Conejo Schools Foundation	Present
Denise Reader, Secretary, Conejo Schools Foundation	Present

Other Attendees

Victor Hayek, Ed.D., Assistant Supt, CVUSD Business Services	Present
Terry McCallum, Executive Director, ETC	Present

C. Approval of Agenda

Sue Wells moved to approve the Agenda as written, Denise Reader seconded the motion, and the motion carried 4-0 with the Treasurer position being vacant.

D. Public Comments

(None)

E. President's Comments

(None)

F. Individual Board Members' Comments

Dr. Ann Bonitatibus introduced Dr. Victor Hayek, new Assistant Superintendent of Business Services for Conejo Valley Unified School District. She discussed new technology being used in Conejo Valley Unified School District (CVUSD) including live streaming of Board of Education meetings, Facebook, a mobile telephone application, and BoardDocs.

G. Treasurer's Report

Dr. Victor Hayek provided the following summary of ETC's bank account at Wells Fargo:

\$8,370.50	Balance reported at ETC Meeting on June 21, 2016
(14.00)	Wells Fargo Bank Fee as of June 30, 2016
<u>(14.00)</u>	Wells Fargo Bank Fee as of July 31, 2016
\$8,342.50	Remaining Balance June 21, 2016

Yesterday, ETC received a letter from the Franchise Tax Board (FTB) approving ETC's tax exempt status effective January 31, 1996.

H. Executive Director's Comments

Terry McCallum reported that taping has resumed following the summer lull.

INFORMATION / DISCUSSION ITEMS

A. Discuss Terms of Office

Victor Hayek reported that the terms of Directors are to be for three years and staggered 2-2-1, per the ETC Bylaws. In order to clarify terms, it was agreed that Directors' terms will expire as follows:

Peggy Buckles	2017
Ann Bonitatibus	2018
Sue Wells	2018
Denise Reader	2017
Treasurer (to be determined)	2019

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

Terry McCallum reported that there are two methods of live streaming (viewing via the internet):

- 1) each viewer can be charged when they log in to live stream, or
- 2) live streaming services can be contracted through National Federation of State High School Associations (NFHS) at a cost of \$2,500 for the first year. For any single football event, the first 500 live streaming viewers can log in free, then beginning with the 501st viewer a fee will be charged at the time of login. There is no viewer charge to live stream events other than football.

Terry noted that the Contract included in the ETC Agenda today was not the most current version; the current contract will be emailed to the ETC Directors. Concerns were discussed regarding the Contract language, privacy, Title IX, and logistics. It was suggested that the Contract be reviewed by legal counsel. When the review is complete, a special Committee meeting may be scheduled.

ACTION ITEMS

A. Approval of Minutes – June 21, 2016

Sue Wells moved to approve the Minutes as written, Ann Bonitatibus seconded the motion, and the motion carried 4-0 with the Treasurer's position vacant.

B. Nomination and Election to fill Chief Financial Officer/Treasurer Vacancy

At the last Committee meeting on June 21, 2016, Dr. Jon Sand announced that he was resigning. Sue Wells moved to nominate Dr. Victor Hayek to fill the vacant position of Chief Financial Officer/Treasurer, Ann Bonitatibus seconded the motion, and the motion carried 4-0.

Sue Wells moved to elect Dr. Victor Hayek to fill the vacant position of Chief Financial Officer/Treasurer, Denise Reader seconded the motion, and the motion carried 4-0, with Dr. Hayek abstaining.

C. ETC Meeting Schedule for 2016/2017

Sue Wells moved to revise the meeting schedule to the third Tuesday of August, October, January, March, and May, at 11:15 a.m. Victor Hayek seconded the motion, and the motion carried 5-0.

ADJOURNMENT

Peggy Buckles adjourned the meeting at 12:15 p.m. The next regularly scheduled meeting is Tuesday, October 18, 2016, at 11:15 a.m., in Conference Room A at the District Office.

5/16/17
Date

Colin N. Fontalbe
Acting President & Consent Secretary