

**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	<i>Vacant</i>

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 12<sup>th</sup>, 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.

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Date

1/16/18

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President

*Sue Wells*