

# **REGULAR MEETING OF THE EDUCATIONAL TELEVISION FOR THE CONEJO (ETC) BOARD OF DIRECTORS**

## **AGENDA**

**Wednesday, May 16, 2018**

**1:30 p.m. Open Session**

## **LOCATION**

**Conejo Valley Unified School District  
District Office Board Conference Room  
1400 E. Janss Road  
Thousand Oaks, CA 91362**

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**If you wish to address the Educational Television for the Conejo Board of Directors**, it is necessary to complete a speaker form (blue) and hand it to the recording secretary. If you would like to make comments about items not on the agenda, a speaker form should be completed and *submitted prior to the Public Comments section* of the agenda. If you wish to address an agenda item, please complete and *submit your form prior to the Action section* of the agenda. Pursuant to the Brown Act, the Committee cannot enter into a formal discussion nor can a decision be made in regard to public comments. The Committee may provide a reference to staff or other resources of information, request staff to report back at a subsequent meeting, or direct staff to place an item on a future agenda. Public comments will be limited to three minutes. On those occasions where there is an unusually large number of speaker cards, the Committee President may make the decision to decrease the time. Please present your comments in a factual, respectful, and dignified manner that models how we expect our children to participate in the democratic process.

**If you wish to register your opinion on a topic but not speak**, please fill out a public written statement form (yellow) and hand it to the recording secretary. Members of the Board of Directors will review these forms following the meeting.

**Your input is greatly appreciated.** The information on the speaker cards will assist the President in conducting the meeting and is needed for the official minutes. The information on the cards will become public record. Thank you for your cooperation and compliance with these guidelines. Please feel free to call the Business Services office if you have any questions (805-497-9511 x206).

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## **AGENDAS ARE POSTED AT THE FOLLOWING LOCATIONS**

**CVUSD District Office, 1400 E. Janss Road, Thousand Oaks, CA**

*This serves as the main posting location pursuant to the Brown Act, Government Code §54954.2(a)*

### **Additional Locations**

**Newbury Park High School, 456 Reino Road, Newbury Park, CA**

**Thousand Oaks High School, 2323 Moorpark Road, Thousand Oaks, CA**

**Westlake High School, 100 N. Lakeview Canyon Road, Westlake Village, CA**

**CVUSD District Operations Facility, 750 Mitchell Road, Newbury Park, CA**

District website: [www.conejousd.org](http://www.conejousd.org)

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

**Wednesday, May 16, 2018, 1:30 P.M.**  
**District Office Board Conference Room**

**I. 1:30 P.M. REGULAR SESSION**

**Opening Provisions**

- A. Call the Meeting to Order and Roll Call
- B. Pledge of Allegiance
- C. Announcements and Procedures
- D. Approval of the Agenda
- E. Public Comments

*Pursuant to the Brown Act, the Board members cannot enter into formal discussion with individuals making public comments to the Board. The Board members cannot take action on any issues raised during public comments that are not on the meeting agenda. Board members may respond to public comments during the Individual Board Members Comments section of the agenda (I.E.3).*

- F. Board of Directors Comments
- G. Executive Director Report

**II. ACTION ITEMS**

- A. Approval of Minutes of February 6, 2018 Meeting (Section B of this packet)

**III. INFORMATION / DISCUSSION ITEMS / OLD BUSINESS**

- A. Donations from Sponsors -Terry

**IV. NEW BUSINESS**

- A. MOU for 2018-2019
- B. 2018-2019 Budget
- C. Meeting Dates for 2018-2019

**V. ADJOURNMENT**

**NEXT MEETING**

**TBD**

## **MINUTES**

Tentative Minutes of the February 6, 2018, Committee Meeting  
presented for action by the Committee on May 16, 2018  
(Action Item II, D)

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

**Thursday, February 6, 2017, 8:30 A.M.**  
**District Office – Conference Room B1**

**VI. 8:30 A.M. REGULAR SESSION**

**H. Call the Meeting to Order and Roll Call:**

Sue Wells, ETC President, called the meeting to order at 8:30 a.m. and called roll:

Board of Directors

Sue Wells, ETC President	Present
Denise Reader, ETC Secretary	Present
Victor Hayek, Ed.D. Treasurer	Present
Sandee Everett, Director	Arrived 8:38
Mark McLaughlin, Ed.D. Director	Present

Other Attendees

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

**I. Sue Wells led the Pledge of Allegiance.**

**J. Sue Wells read the Announcements and Procedures.**

**K. Approval of the Agenda**

Denise Reader moved to approve the Agenda as written, Dr. Hayek seconded the motion, and the motion carried 4-0.

**L. Comments**

**1. Public**

(none)

**2. Executive Director**

Terry McCallum reported that ETC is broadcasting the girls and boys high school basketball games. Mr. McCallum has requested permission from ASCAP to broadcast the upcoming concert season. Westlake High School's choir is in the process of putting together a video academy to be able to film the upcoming season. Newbury Park High School also has a production facility and is the process of creating a sports broadcasting major and hope to have it up and running within the next 2 years.

**VII. ACTION ITEMS - GENERAL**

**B. Approval of Minutes Dated January 16, 2018**

a. Denise Reader moved to approve the Minutes as submitted. Dr. Hayek seconded the motion, and the motion carried 5-0.

**C. Approval of Purchasing Insurance Policies for Nonprofits Insurance Alliance Group**

a. Sue Wells moved and Denise Reader seconded the motion.

b. Comments: The committee agreed the date range for the policies should follow the calendar year for a total charge of \$2,267.00 (including molestation coverage).

c. The motion carried 5-0.

**D. Approval of List of Volunteers for Insurance Coverage**

a. Denise Reader moved and Sandee Everett seconded the motion.

b. Discussion: Keeping a list of student volunteers is a good practice, but according to the policy if a new volunteer showed up at an event they would still be covered. The list should not be made public to protect the students and Terry McCallum also mentioned student reporters only use their first names when doing a broadcast.

c. The motion carried 5-0.

**E. Approval of 2017-2018 Budget**

a. Denise Reader moved and Sue Wells seconded the motion. The motion carried 5-0.

**VIII. INFORMATION / DISCUSSION ITEMS**

**D. Programming Schedule**

- a. Terry McCallum is giving Richard Blake 4 hour blocks of programming to broadcast.
- b. Discussion was had on broadcasting past concerts. ETC has put in requests to broadcast. To date there have been no responses from ASCAP or any other organization indicating that we are not to broadcast the shows and performances that the District paid for the rights to perform.

**E. Topics for the Next Meeting**

- Communication with the City over City Cable Television grant
- Donations from Sponsors, expecting \$6000
- 2018-2019 Budget
- Meeting Dates for 2018-2019

**IX. NEW BUSINESS**

- None

**X. ADJOURNMENT**

Meeting adjourned at 9:15 a.m.

The next scheduled meeting is Tuesday, May 8, 2018 at 11:00 a.m.

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Date

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President