

# PUBLIC CABLE TELEVISION AUTHORITY

## A Joint Powers Agency

10200 SLATER AVENUE ~ FOUNTAIN VALLEY, CA 92708

**DATE:** November 16, 2011

**TIME:** 8:30 A.M.

**PLACE:** Fountain Valley City Hall, Conference Room 1.

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IN ACCORDANCE WITH CALIFORNIA GOVERNMENT REQUIREMENTS CODE SECTION 54954.2, THIS AGENDA IS POSTED NO LESS THAN 72 HOURS PRIOR TO THE MEETING DATE AND TIME ABOVE. ALL WRITTEN MATERIALS RELATING TO EACH AGENDA ITEM ARE AVAILABLE FOR PUBLIC INSPECTION IN THE OFFICE OF THE CITY CLERK OF EACH MEMBER CITY OF THE PCTA.

IN THE EVENT ANY MATTER NOT LISTED ON THIS AGENDA IS PROPOSED TO THE BOARD FOR DISCUSSION AND/OR ACTION, IT WILL BE DONE IN COMPLIANCE WITH SECTION 54954.2, OR AS SET FORTH ON A SUPPLEMENTAL AGENDA POSTED NO LESS THAN 24 HOURS PRIOR TO THE MEETING.

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1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Minute Approval of October 19 Regular & November 2 Special Meeting – See backup to Item 3.
4. Public Comments  
Persons wishing to address the Board on matters of the PCTA may do so at this time as determined by the Chair; comments are limited to *three minutes*, or deferred until the specific agenda item.
5. Approval of Expenditures
  - A. Receive/File Demand Register No. 6988 to 7130 – See backup to Item 5A.
  - B. Receive/File Treasurer’s July through October 2011 Report – See backup to Item 5B.
  - C. Receive/File P.E.G. July through October 2011 Reports – See backup to Item 5C.
6. Reports
  - A. Report of Board Members
  - B. Report of PCTA Attorney
  - C. Report of Administration – See back-up to Item 6C.

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### 7. Unfinished Business

A. Sub-committee to Review and Consider Modifications to Executive Director Job Description, Appointment of Interim Executive Director, and Recruitment of General Manager

B. Receive and File: Board Workshop Presentation on Organizational Structure and Planning – See back-up to Item 7B.

C. DRAFT: FY 2011-12 PCTA Administrative & Government Access Channels Budget – See back-up to Item 7C.

### 8. New Business

A. Appointment of Interim General Manager and Immediate Augmentation of Management Duties and Compensation – See back-up to Item 8A.

B. Review: PCTA Binder of Working documents

**C. RESOLUTION No. 2011-2: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PUBLIC CABLE TELEVISION AUTHORITY (“PCTA”) AUTHORIZING CERTAIN INDIVIDUALS TO MAKE DEPOSITS, WITHDRAWALS, AND TRANSFERS ON THE ACCOUNTS OF PCTA AT THE LOCAL AGENCY INVESTMENT FUND.** – See back-up to Item 8C.

**D. RESOLUTION NO. 2011-3: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PUBLIC CABLE TELEVISION AUTHORITY (“PCTA”) AUTHORIZING CERTAIN INDIVIDUALS TO MAKE DEPOSITS, WITHDRAWALS AND TRANSFERS ON THE ACCOUNTS OF PCTA AT THE BANK OF AMERICA’S FOUNTAIN VALLEY BRANCH.** – See back-up to Item 8D.

E. Production Contract Renewal and Augmentation: Associate Producer, Joe Coulter – See back-up to item 8E.

F. City of Westminster Request for PEG Expense Reimbursement – See back-up to Item 8F.

### 9. Closed Session

A. Closed Session: Review of DRAFT: General Manager, Assistant Director, and Director of Video Production Positions

### 10. ADJOURNMENT TO 8:30A.M. WEDNESDAY, December 21<sup>st</sup>, 2011, at the Fountain Valley City Hall, Conference Room 1.