

PUBLIC CABLE TELEVISION AUTHORITY

A Joint Powers Agency

10200 SLATER AVENUE ~ FOUNTAIN VALLEY, CA 92708

DATE: January 18, 2012

TIME: 8:30 A.M.

PLACE: Fountain Valley City Hall, Conference Room 1.

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.

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Minute Approval of December 21, 2011 Regular 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. 7196 to 7267 – See backup to Item 5A.
 - B. Receive/File Treasurer’s December 2011 Report – See backup to Item 5B.
 - C. Receive/File P.E.G. December 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

None.

8. New Business

A. Review: Benefits Policy & Health Insurance – See back-up to Item 8A.

B. Review: Travel Expense Policy – See back-up to Item 8B.

C. Review: Draft RFP for PCTA Website Update and Expansion – See back-up to Item 8C.

D. Appointment: Designee by Board for Final Review and Approval of Press Releases

E. City of Westminster: Expense Reimbursement Requests – See back-up to Item 8 E.

9. Closed Session

A. Sub-committee to Review and Consider Modifications to Executive Director , Assistant Director, and Video Production Coordinator Job Description, and Recruitment of General Manager

10. ADJOURNMENT TO 8:30A.M. WEDNESDAY, **February 15st, 2012,** at the **Fountain Valley City Hall, Conference Room 1.**