



MINUTES

Regular Meeting of April 17th, 2013

**10200 Slater Avenue
Fountain Valley, California 92708**

1. **Call to Order:** PCTA Chairman Michael Vo called the meeting to order at 8:36 a.m.

2. **Roll Call**

Director Tri Ta	Westminster	Present	Chairman Michael Vo	Fountain Valley	Present
Director Margie Rice	Westminster	Present	Director Cheryl Brothers	Fountain Valley	Present
Director Dave Shawver	Stanton	Present	Director Joe Shaw	Huntington Beach	ABSENT
Director Carol Warren	Stanton	Present	Vice-chair Joe Carchio	Huntington Beach	Present

PCTA Staff members and city present

Michelle Molko	Attorney
John Borack	General Manager
Nicole Cass	Assistant Manager

Also present

Diana Dobbert	Westminster
Matt Mogensen	Fountain Valley
Julie Roman	Stanton
Laurie Frymire	Huntington Beach

3. **Approval of Minutes:** Director **Ta** moved approval of the **March 20, 2013** meeting minutes; seconded by Director **Brothers**, the motion passed unanimously. Director **Rice** abstained.

4. **Public Comments:** None.

5. **Approval of Expenditures:** Director **Brothers** moved approval for the Register of Demands No. **8059-8096**; seconded by Director **Ta**, the motion passed. Director **Brothers** moved approval of the **March 2013** Treasurer’s Administrative Report; seconded by Director **Warren**, the motion passed. Director **Rice** moved approval of the **March 2013** PEG Treasurer’s Report; seconded by Director **Ta**, the motion passed.

6. **Reports: A. Report of Board Members:** Director **Rice** had an ongoing service issue with Time Warner that she believes has gone on too long and wished to have better follow-up from their customer service.

B. Report of the PCTA Attorney: Miss Molko’s comments centered around AB185 which still in early drafts proposes to amend the Brown Act, specifically related to the changes in use and earmarks for cable revenue, referred to as franchise fees. She will keep the board informed on when and to whom their opinions should be expressed about the negative impact AB185 would have on their local community programs.

C. Report of Administration: General Manager John Borack summarized the report which included press releases printed in the last 30 days for PCTA production events, channel change notifications from the video service providers, and a reminder of both SCAN and NATOA ‘save the dates’ for the upcoming May 30th and September 16-19 conferences. Lastly, he updated the Board on timelines for all government access productions and mentioned the new production status report being sent to the Board.

7. **Unfinished Business: A.** Sub-committee for G.M. Annual Review –Item continued to the May meeting.

8. **New Business:**

A. City of Westminster Video Streaming Reimbursement: Mr. Borack provided the Board with the invoice for reimbursement of internet streaming services for WTV3. Staff continues to await a return call from Sire with the functional details of their service package to include in the Board’s recently requested cost analysis for video streaming services. Director **Ta** moved approval for the reimbursement; seconded by Director **Shawver**, the motion passed unanimously.

B. Proposed Contract for Licensed Production Music: Mr. Borack provided a draft contract for the licensed use of music in original programming with Chappell Music. This contract was the least expensive of the many vendors surveyed and is a cost savings over renewing the current contract. Director **Brothers** moved the contract for approval; seconded by Director **Warren** the motion passed unanimously.

C. Studio Lease Renewal: Mr. Borack summarized the rate and terms changes for renewing the HB Production Studio lease to for the creation of original programming. Director **Ta** moved the contract for approval; seconded by Director **Rice** the motion passed unanimously.

D. NATOA Request for Legislative Advocacy Support: Assistant Director Cass brought to the Board's attention a voluntary portion of the membership renewal with NATOA. Half of the invoice was earmarked for the agency's legislative advocacy, and was not required, so Miss Cass inquired if the Board wished to also support those efforts. Director Brothers requested staff provide more information on NATOA's use of the funds. The item was continued to the May meeting.

E. Consideration of Televising Fountain Valley Council Meetings: Mr. Matt Mogensen, Assistant to the City Manager, presented the Board with a proposal including options that would allow for videotaping of the Fountain Valley City Council meetings, and possibly other official meetings held in the council chamber. Options ranged from the construction of a small, but fully functional control room in the back area of the chambers, to a single camera and staff person sent to each meeting. Granicus, who currently provides services streaming the channel live to the internet, also offer a remotely manned coverage service which has both upfront equipment and installation costs, as well as a monthly maintenance package for use. Mr. Borack suggested staff take one more look at equipment and staffing costs to handle the entire process in-house as he believes it will save both the City and PCTA significant money as well as help retain control of the production. Director Warren inquired about stats for uptimes and outages for any vendor who might wish to complete the coverage remotely. Mr. Borack believes the project to provide that coverage is feasible and will bring a final suggestion to the May meeting with regard to funding the version that is the best option, commiserate with cost and need.

9. **Closed Session: General Manager Annual Review:** No action was taken. The item was continued to the May meeting.
10. Chairman Vo **ADJOURNED** the meeting to **8:30 A.M. Wednesday, May 15th, 2013**, at the **Fountain Valley City Hall, Conference Room 1.**

Respectfully submitted,

Nicole Cass
Assistant Director