



MINUTES

Regular Meeting of May 15th, 2013

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

1. **Call to Order:** PCTA Chairman Michael Vo called the meeting to order at 8:32 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

John Borack	General Manager
Nicole Cass	Assistant Manager
Louis Rocha	Director of Video Production
Michelle Molko	General Counsel

Also present

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

3. **Approval of Minutes:** Director **Vo** moved approval of the **April 17, 2013** meeting minutes; seconded by Director **Brothers**, the motion passed unanimously.

4. **Public Comments:** None.

5. **Approval of Expenditures:** Director **Vo** moved approval for the Register of Demands No. **8097-8147**; seconded by Director **Brothers**, the motion passed. Director **Brothers** moved approval of the **April 2013** Treasurer’s Administrative Report; seconded by Director **Vo**, the motion passed. Director **Brothers** moved approval of the **April 2013** PEG Treasurer’s Report; seconded by Director **Vo**, the motion passed.

6. **Reports: A. Report of Board Members:** None.

B. Report of the PCTA Attorney: Miss Molko’s comments centered around AB185 which appears to have been removed from the calendar for the current legislative session.

C. Report of Administration: General Manager John Borack’s report included press releases for PCTA production events, recent contact Westminster’s Chamber of Commerce on how to promote programming, channel change notifications from video service providers, and a reminder of both SCAN and NATOA ‘save the dates’ for the upcoming May 30th and September 16-19 conferences. Mr. Borack also relayed the prospect of Time Warner requesting California cities surrender use of Public Access Channel 6, which to this point Time Warner has operated gratis, by airing programming created by local residents. Lastly, timelines for all government access productions were shared in the status report with the Board.

7. **Unfinished Business: A.** Sub-committee for G.M. Annual Review – No report was given, the item continued a scheduled special meeting in early June.

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 **Vo** moved approval for the reimbursement; seconded by Director **Brothers**, the motion passed unanimously.

B. FY2013-14 Administration & Government Channel Budget: Staff presented both budgets for Board review and discussion. Director Brothers requested the line item definitions be adjusted to reflect fewer tasks on each line item, and better define under what category production position is allocated. Director **Brothers** moved approval of the budget, including the additional breakout lines; seconded by Director **Carchio** the motion passed unanimously.

C. NATOA Request for Legislative Advocacy Support: Assistant Director Cass brought to the Board's attention materials detailing NATOA's legislative efforts. Director Brothers moved approval of the expense; seconded by Director Carchio, the motion passed unanimously.

D. Consideration of Televising Fountain Valley Council Meetings: Mr. Borack presented the Board with an updated equipment list and labor estimate of the items necessary for staff to record and televise Council and other meetings in the City of Fountain Valley Council Chambers. Recent discussion and Board inquiries as to the reliability of having an off-site company perform the service lead staff to revise the equipment list and bring a revised cost estimate before the board. Director Carchio moved approval of the list provided for submittal to the Fountain Valley City Council for their review; seconded by Director Ta, the motion to use this revised list as the official estimate was passed unanimously.

- 9. Closed Session: General Manager Annual Review:** No action taken, item continued to special meeting.
- 10. Chairman Vo ADJOURNED** the meeting to **8:30 A.M. Wednesday, June 19th, 2013**, at the **Fountain Valley City Hall, Conference Room 1.**

Respectfully submitted,

Nicole Cass
Assistant Director