



MINUTES

Regular Meeting of February 21, 2018

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

1. Call to Order: Chair **Carol Warren** called the meeting to order at 9:00 a.m.

2. Roll Call

Director Tri Ta	Westminster	Absent	Director Michael Vo	Fountain Valley	Absent
Director Margie Rice	Westminster	Present	Director Cheryl Brothers	Fountain Valley	Present
Director Dave Shawver	Stanton	Present	Director Patrick Brenden	Huntington Beach	Present
Chair Carol Warren	Stanton	Present	Vice Chair Lyn Semeta	Huntington Beach	Present

PCTA staff members present

John M. Borack	General Manager
Louis Rocha	Video Production Manager
Madison Love	Administrative Assistant

Also present

Vanessa Johnson	City of Westminster
Antonia Graham	City of Huntington Beach
Matthew Peralta	City of Stanton

3. Public Comments: None.

4. Consent Calendar: Director **Patrick Brenden** motioned to approve the consent calendar; seconded by Vice Chair **Lyn Semeta**, the motion passed unanimously as to those present.

5. Reports:

A. Report of Board Members: None

B. Report of Administration: General Manager **John Borack** summarized the administrative report, which included channel, rate change and programming notifications from the video service providers; recent press coverage which primarily centered on the new show “The Safety Net,” as well as a thank you note from an attendee of the Huntington Beach Children’s Author Festival; an updated customer complaint log; and an update on the PCTA PowerPoint Presentation. The PowerPoint Presentation will be presented to the Huntington Beach Kiwanis Club on February 27. It was also discussed that an episode of “CityWORKS” will be dedicated to showcasing the same information that is featured in the PCTA PowerPoint Presentation.

Randal Hernandez from Charter/Spectrum was unable to attend this month’s board meeting due to a family matter, but plans to attend the March 21 Board meeting for the purpose of introducing himself and to answer any questions the board may have. Spectrum has created a new government affairs television program titled “In Focus – California,” and invited PCTA Board members to suggest topics and/or guests for the program. General Manager **Borack** informed the board that Director **Dave Shawver** would be conducting the general manager’s performance review directly after the Board meeting; Borack also reminded the board that each Board member’s conflict of interest form 700 is due to the County of Orange by April 3. PCTA’s nominations for the WAVE awards were announced; Director **Brenden** asked if board members could make suggestions as to what shows should be entered in the future; General Manager **Borack** encouraged Board members to do so. It was also mentioned that the Mel’s Car Show event in Huntington Beach will be

covered for a segment of “Orange Slices,” and that the March for Meals event (which is scheduled to include Board members **Tri Ta** and **Michael Vo**) will be featured on the “OScene”.

A screening of the new PCTA production “Wow! That’s in OC” was shown, with clips featuring businesses such as A Taste of Burma in Stanton and The Glow Zone in Huntington Beach.

Production manager **Louis Rocha** presented the most recent production report. It now includes most of the production requests for the remainder of 2018.

C. Report of Attorney: None.

6. New Business:

A. Discussion Regarding PCTA Reserves. General Manager **Borack** presented a graph depicting the balance of the PCTA reserve account over the past three years. He explained that the board had previously discussed investment opportunities and opted to keep the money in a LAIF account due to its relative security and stability. General Manager **Borack** also explained that the current balance is significant because monies from the video service providers could soon be dwindling due to “cord cutting,” leading to less funding for PCTA. In addition, much of the nearly-10-year-old video equipment in the studio control room and mobile production truck needs to be replaced, which will be an expensive undertaking. After some discussion by the Board, it was requested that General Manager **Borack** gather information in order to generate a formal reserve policy with the intention of having guidelines and justifications to follow in the future. It was also discussed that large expenditures such as replacing the equipment in the control room/production truck should be addressed by a creation of a long-term budget that spans a few years so impact on the capital budget could be spread out.

Director **Brenden** also requested a copy of the PCTA By-Laws and the Joint Powers Authority agreement, suggested that they possibly be updated. Director **Shawver** suggested that the PCTA attorney be consulted regarding any possible changes to or updating of the JPA agreement.

B. Discussion Regarding Cancellation of the August 2018 Board Meeting- Traditionally, the September board meeting has been cancelled due to PCTA staff attending the national NATOA Conference. However, this year the conference is scheduled to take place in August. General Manager **Borack** proposed that instead of canceling the September meeting, the Board vote to go dark in August. Director **Margie Rice** motioned to approve the change; seconded by Director **Semeta**, the motion passed by a 5 to 1 vote, with Director **Brenden** opposing.

7. Old Business:

None.

8. Chair Warren ADJOURNED the meeting to **9:00 A.M.** Wednesday, **March 21, 2018** at Fountain Valley City Hall, Conference Room 1.

Respectfully submitted,

John M. Borack
General Manager