

LAKE COUNTY PEG TV PUBLIC ACCESS STATION

MEETING MINUTES

REGULAR MEETING OF PEG BOARD OF DIRECTORS

Lake County Board of Supervisors Chambers  
255 N. Forbes Street, Lakeport CA

DAY	DATE	TIME
Monday	July 09, 2018	6:00 PM

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**IN ATTENDANCE:**

Board Chair	Ed Robey
Board Member	Nick Bennett
Board Member	Brock Falkenberg
Board Member	Amy Lee Hammack
Interim Station Mgr.	Beth Katherine Kaiman
Guest	Samuel Euston

**CALL TO ORDER:**

Roll call completed. All Board members present except for Board member Miraya Turner.

**ADOPTION OF THE AGENDA:**

Amy Hammack motioned and Brock Falkenberg 2<sup>nd</sup> the motion, all Board members unanimously adopted the meeting agenda.

**PUBLIC COMMENT:**

There were no public comments for the meeting.

**BUSINESS:**

1. Meeting minutes for the May 2018 meeting were unavailable for review and approval. There were no minutes reported for June 2018 as the meeting in June was suspended while Board Chairman, Ed Robey was away on vacation.
2. Samuel Euston presented a proposal to the PEG Board, as written analysis and report on the antiquated condition of the audio/visual/recording equipment within Lake County Board of Supervisors chamber. The objective of the presentation was to validate the deficiencies of the equipment and solicit financing from the LC PEG TV capital reserve for system upgrades. The recommended revisions to the equipment and the related cost were also presented.

Considering cost effectiveness, Sam proposes systems upgrades to cost no greater than \$20,000.

LC PEG TV Board members that were present at the meeting, unanimously agreed on financing the upgrades using LC PEG TV capital funds.

The final decision from the LC PEG TV Board will be reached at the August 2018 meeting, following Board member Miraya Turner's review of the proposal.

Sam proposed that upon a decision to grant funding by LC PEG TV to sponsor the project, that LC PEG TV be recognized by the Lake County Board of Supervisors, in a public proclamation for the sponsorship.

3. Beth presented update on PEG TV studio development.

Membership levels / fees and fees for classes were reviewed.

Brock asked if Civic Center Act (*EC Section 38130 et seq.*) applies to public use of the PEG TV studio.

**ACTION ITEM** - Ed will inquire with the city attorney for clarification and report at the next meeting.

Ed recommends that the studio committee take a new approach to establish memberships and classes fee structure by first assessing studio operating costs that will direct “not for profit” fee framework.

Sam suggested that PEG TV memberships be clearly delineated.

- PEG TV membership vs Studio membership (requiring passing of studio training courses).

Code of Conduct document review – Beth recommends that the Highlands Community Center Code of Conduct be used vs drafting a stand-alone PEG TV studio document. The studio is located within the community center and the existing Code of Conduct should be applicable.

**ACTION ITEM** - Finalize the Code of Conduct document for approval at the next PEG Board meeting.

Beth proposed a PEG bank account to be opened for use as petty cash to streamline access for minor day to day expenses.

**ACTION ITEM:** Ed will speak with Clearlake city finance department for recommendations.

Discussion on Underwriters – Beth is working on a Tri-fold brochure and asked the PEG board for recommendations on content.

Recommendation – Local businesses adopting a non-profit organization for funds donation.

Benefits – Public exposure of the local business sponsor and the non-profit through PEG TV broadcast.

Broadcast recurrence of each business sponsor and non-profit on PEG TV was discussed and is yet to be determined.

4. Interim Station Manager Report –

Beth presented review of new PEG TV memberships and revenue report.

Programming – Suggests new live show(s) featuring relevant topics (including live chat room)

Example – Student homework show w/ live chat.

5. Chairman’s Report –

Public Service Announcement (PSA) for viewership.

Gabrielle is scheduled to film Ed on Friday, July 13, 2018 for a 30 second PSA.

The announcement will be uploaded on YouTube, Facebook and to print.

## ADJOURNMENT

Meeting adjourned. PEG TV Board of Directors shall meet on **August ?, 2018** at the Clearlake City Council Chamber.