

PEG Board Meeting Minutes
November 14, 2012 – Clearlake City Hall

Members Present – Vince Metzger, Jeff Smith, Joyce Overton, Joel Moore, and Jo Bennett.

Adoption of Agenda – no modifications made

Minutes Approval – Jo moved and Joel seconded the motion to accept the September minutes as written. Vote was unanimous.

Public Comment – Terri Larsen hasn't heard back from the Board on her request to volunteer to work on programming for the station. She requested the Board take action.

Annual Meeting – The annual meeting will take place on February 13, 2013. Finances and the budget will be discussed. New officers will be chosen. Joel will resign his Board seat at the meeting. A notice will go out to ask people interested in taking Joel's place to submit letters of interest. Applications will be screened at the January meeting. Vince's term is also expiring, but he is asking to be reappointed.

January Meeting – Joyce suggested the regular meeting include a workshop on the bylaws and members' manual. This meeting will take place on January 9. There will be no meeting in December.

Annual Party – Tentatively scheduled for January 26. Joel will check to see if the Rebekah's Lodge is available.

News Program for Youth – Terri Larsen discussed the LCP-TV News. This proposed program would be produced twice a week and run for 30 minutes. It would be produced by sSs Multimedia, Terri Larsen, Executive Producer. There would be two anchors, one for news and one for sports. Youth and adults would participate as field reporters. Bruno Sabatier would be the Youth Coordinator. He would work with local schools and youth groups to find students who could intern with the production company. A draft agreement for this project between sSs Media and PEG will be presented at the January meeting.

Staples Grant Request – Jo asked for approval from the Board to apply for an \$800 grant package for computer equipment and a repair contract from Staples. The City has agreed to write the grant if the PEG Board approves it. Jeff moved and Joel seconded a motion to approve the application. Vote was unanimous.

Marketing Committee – The Marketing Committee will meet on Monday, November 19, 6 p.m., at Vince's house to develop a plan for sponsorship ads on TV8. They will present the suggested plan at the January meeting.

Programming Report – Jo Bennett

- Looked at getting equipment updated. DVD changer is not working correctly. Radio Shack will fix it for \$360. It should be fixed by next week.
- City of Clearlake gave the station a computer which staff thinks will work for the Bulletin Board. Amorylis has been updating the Bulletin Board.
- Bruno Sabatier and Jo went to see Alan Siegel at Carle High School about involving students in the station. They will work together to set up a training program.
- Proposed that we apply for any available grants.
- Noted we need more content from producers. Will be putting out a press release asking for same.

Staff Report – Beth-Katherine Kaiman

- She is using both PEG Media and Archive.Org to download programs.
- Asked for \$40 to pay for more downloads. Vince moved and Joel seconded a motion to authorize \$50 for new programs. Vote was unanimous.
- Beth noted that the feed to the City Council chambers is not working. Joyce suggested Beth ask Doug Herren to look into this problem.
- Community Media Center we hope to develop would provide training for potential producers.

1% Pass-through – Joyce said she still has not heard back from the Attorney General's office about whether the pass-through is considered a tax or a fee. Joyce will email Shawn Swatosh from Mediacom and ask him to send her the documentation the station has that makes them feel the 1% is a tax. Joel said that the PUC has clearly defined this money as a fee, not a tax. This issue is holding up BOS approval of the pass-through. Joel will check to see if any other PEG stations have gotten a pass-through approved since the 2010 law was passed. Joyce will also ask the City Attorney for an opinion on the fee/tax issue. Joyce will also send a letter to the BOS outlining how LCPTV will spend the pass-through money should we receive it.

File Transfer Programs – A lady named Tina talked about FTP between PEG stations for the sharing of programs. Beth and Tina will look into this.

Adjournment – The meeting was adjourned at 8:14 p.m.

Candyce Hagler
PEG Board Secretary