

Pasadena Community Access Corporation
 2061 N. Los Robles, Suite 207
 Pasadena, CA 91104

Minutes of Pasadena Community Access Corporation
 February 17, 1999

This regular meeting of the PCAC Board of Directors was held on Wednesday February, 1999 at 2061 N. Los Robles , Suite 204 in Pasadena.

The meeting was called to order at 7:43 p.m. by Board President, Randy Polk.

The names of those who attended the meeting are listed below:

Present

Absent

Board of Directors

Lauren Bailey
 Ann Erdman
 Barry Gordon
 Dan Parks
 Randy Polk

Jesse Corona
 Dave Jacobs
 Ernestine Moore
 Sara Smith-Orr

Ex-Officio

McI Matthews

Staff

Doris Fifer

EI Dyson

*See next page
 re: resignation
 J.*

REPORT OF THE SECRETARY

MOTION: Ann Erdman moved to table approval of minutes until the next meeting of the PCAC Board of Directors. Barry Gordon seconded the motion. It Passed.

REPORT OF THE TREASURER

Tabled .

REPORT OF THE EXECUTIVE DIRECTOR

Tabled.

OLD BUSINESS

Business Plan

ACTION ITEM: Board members were instructed to review and amend the latest Business Plan draft and return requested revisions and corrections to EI Dyson.

The board discussed a need for more specific plans of action and methodology intended for use in reaching goals presently listed in Business Plan draft. Board Treasurer Jesse Corona is preparing is a second Business plan that includes detailed cost analysis and needed equipment purchases . Board President Randy Polk stated that the two combined reports should provide the much desired complete Business Plan for PCAC.

Tabled.

Board Meeting Date and Time Change

Board meeting will now be held on Tuesday evenings at 7:00p.m.

ACTION ITEM: Staff is to poll the board to determine the best week of the month for Board meetings.

Board Membership and Attendance

Randy Polk announced that he had received Larry Morris' verbal resignation from the PCAC Board of Directors earlier today and written verification will follow. *Dist 1*

The Board discussed concerns regarding Board member Sara Smith Orr's inability to attend a Board meeting until April following her November appointment.

ACTION ITEM: Staff is to contact the office of Sid Tyler regarding attendance of his Board appointee.

COMMITTEE REPORTS

Merger Committee - Jesse Corona Chairperson

Tabled

NEW BUSINESS

Public Comment

Oliver Brown questioned if the Board was aware of equipment needs for a profitable production studio and the equipment used by other more entrepreneurial access stations.

Ruth Ellersieck stated the differences in demographics and unassisted television reception should also be considered when making comparisons to other communities and evaluating the future access capabilities for Pasadena.

Ruth Ellersieck noted that the Pasadena Main Library does not have copies of PCAC Board meeting minutes on hand and should begin receiving them.

EXECUTIVE SESSION

Personnel Committee - Lauren Bailey Chairperson

8:25p.m. - Adjourned to Executive Session

9:20p.m. - Meeting Reconvened

ACTION ITEM: The Board agreed to give pay increased to all affected employees effective first payroll of April 1999 and retroactive to January 1, 1999.

ACTION ITEM: The Board will institute a policy of annual salary and performance reviews on a set date.

ADJOURNMENT: 9:24 p.m. meeting adjourned