

**BUENA PARK CABLE FOUNDATION
MINUTES OF MEETING
March 6, 2012**

Director Barnet called the Buena Park Cable Foundation Meeting of March 6, 2012 to order at 3:00 p.m. in the Council Chamber, 6650 Beach Boulevard, Buena Park, California.

ROLL CALL:

PRESENT: Bass, Barnet, Berry, Dow, Harbert, Night, Oh, Smith, Swift
ABSENT: None

ALSO PRESENT:

Aaron France, Administrative Analyst; Myrna Holmquist, Communications and Marketing Manager; Dennis Varela, Accountant and Marsha Schwartz, Secretary.

PLEDGE OF ALLEGIANCE

Director Smith led the Pledge of Allegiance to the flag.

CONSENT CALENDAR

- (1) Minutes of January 24, 2012**
- (2) Resolutions approving claims and demands**

Motion: Berry/Smith moved to approve items 1-2 on the consent calendar.
MOTION CARRIED unanimously.

Aaron France introduced Marsha Schwartz as the new Secretary for the Foundation, replacing Alice Burnett.

OLD BUSINESS:

- (3) Revised Director Meeting Schedule 2012.** Aaron France reviewed the 2012 meeting schedule, noting the consolidation of the mid-year budget and the Sub-Committee selection into February's meeting, and indicated one additional dark month during the year.

IT WAS THE CONSENSUS of the Foundation Members to accept the 2012 meeting schedule.

- (4) By-Law Review.** Aaron France presented the current by-laws, highlighting Section 2.8, as it pertains to compensation, for director review.

Motion: Harbert/Berry moved to amend Section 2.8 in the by-laws changing compensation from \$50 to \$100 per meeting, not to exceed \$1,200 per director annually.
MOTION CARRIED unanimously.

- (5) New format for Budget financials.** Aaron France presented the new format for financial statements, specifically an income statement and a monthly check register to help reduce the size of the agenda packets. Director Night requested that the check register have a total included as part of the new format. Director Smith requested that the reports also be provided in an e-file form as well.

NEW BUSINESS:

(6) Mid-Year Budget Review. Aaron France reviewed the mid-year budget, noting that it had no changes from the initial fiscal year 2011-2012 budget, with all the expenditures being at or below appropriation levels. He advised that expenses would be approximately \$100,000 this year with \$95,000 expected in revenues, thereby requiring a \$5,000 transfer from the \$52,000 reserves. Mr. France reminded directors that there were no longer franchise agreements with the cable companies.

(7) Crime Watch Broadcast Request. Myrna Holmquist reported that the Foundation received a request from RTA (Radio TV Artesia) to rebroadcast the BPCF Crime Watch program to their local community. It was suggested that sharing information with other cities might be beneficial. Director Harbert reported that there is community interest in bringing back the ministerial series. Mr. France advised that there is currently \$1,000 designated in the budget for ministerial programming.

Motion: Smith/Harbert moved to approve the request to rebroadcast the Crime Watch program in Artesia.

MOTION CARRIED unanimously.

(8) Archive Media Page Upgrade. Myrna Holmquist reported that since the city is currently redesigning their web page, it would be timely to consider updating the media page at the same time. She demonstrated the process for researching the Buena Park web site with the current options and presented a handout with graphics from the Gilbert Arizona web site of more user-friendly options for accessing on-line programming. She asked if the Foundation had any interest in updating Buena Park's current system to coincide with the web site redesign. Buena Park's web streaming company, Granicus, provided a quote of \$1,733.34 as a one-time graphics cost for the Foundation's consideration. Aaron France advised that funds were available in the current budget.

Motion: Night/Smith moved to approve the expenditure of \$1,733.34 to Granicus for graphics costs to update Buena Park's media page to coincide with the city's web site redesign, utilizing funds in the current year's budget and/or reserve funds. Director Berry amended the motion to specify that no reserve funds would be utilized.

AMENDED MOTION CARRIED unanimously.

(9) Scholarship Sub-Committee Selections:

Director Baron Night
Director Jim Bass
Director Beth Swift

(10) Budget Sub-Committee Selections:

Director Steve Berry
Director Grant Barnet
Director Don Harbert

(11) CITY GOVERNMENT ACCESS REPORT. Myrna Holmquist reported that the current programming on BPTV includes the Department of Education Spotlight on Education, a program on Teachers of the Year, a new Adopt-A-Pet program, 3 episodes of Inside Buena Park; Water, the Elementary Art Show and the City Yard Grand Opening, plus Crime Watch and the State of

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the City programs. She advised that pre-production has begun on the Jr. High School and High School Art Show, and Read across America which will include filming inside the Library. Also adding that pre-production has begun on Donna Bagley's 100th birthday event.

(6) ORAL COMMUNICATION: Paul Carol addressed the Foundation suggesting that a public access department be established to lend equipment and provide training for interested members of the public, including local churches, who could make their own ministerial programs. He also offered his services in support of the idea, noting that the equipment was now much simpler to use. Director Barnet suggested that Mr. Carol meet with Director Harbert to propose some ideas for the next year.

In response to a question by Director Bass about locating a studio at Buena Park High School, Director Swift advised that she was in contact with the Principal at Buena Park High School who is supportive of community involvement at the school, as well as students performing for the community. She assured Directors that he would have spoken to the Superintendent at Fullerton Joint Unified School District about it as well.

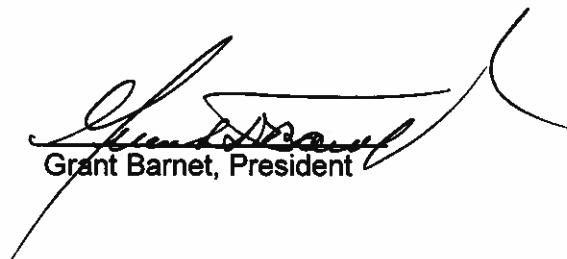
Aaron France provided an update by reporting that 59 of the 67 planned u-verse cabinets were installed in Buena Park to date, but noting that there were no plans to install the remaining 8 cabinets. Director Knight added that Time Warner has increased their subscribers along with AT&T.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 3:55 p.m. The next meeting is scheduled for May 8, 2012 at 3:00 p.m.

ATTEST:


Marsha Schwartz, Secretary


Grant Barnet, President