

**PASADENA COMMUNITY ACCESS CORPORATION  
BOARD OF DIRECTORS  
REGULAR MEETING  
150 S LOS ROBLES AVE  
PASADENA, CA 91101**

Minutes of Pasadena Community Access Corporation

This regular meeting of the PCAC Board of Directors was held on Tuesday, April 1, 2014 at 150 S. Los Robles Ave., Suite 101.

**CLOSED SESSION – 7:00 P.M.**

- **EVALUATION OF PUBLIC EMPLOYEE PERFORMANCE** – Executive Director  
With respect to every item of business to be discussed in closed session pursuant to Government Code §54957(b): Personnel, Evaluation of Performance
  - No action was taken.

**I. INTRODUCTION OF NEW MEMBERS/CALL TO ORDER/ROLL CALL**

- Lizelle Singian Brandt, Board President, called the meeting to order at 8:12 p.m.

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

- **Present Board of Directors:**  
George Falardeau – District 1 Representative  
Tom Majich – District 2 Representative  
Robert Oltman – District 3 Representative  
Howie Zechner – District 4 Representative  
Tim Winter – District 6 Representative  
Hoyt Hilsman – District 7 Representative  
Lizelle Singian Brandt – Mayor Representative  
William Boyer – City Manager Representative  
Robert Miller – PCC Representative
- **Absent:** Beth Leyden – PUSD Representative
- **Staff:**  
Keri Stokstad – Executive Director, PCAC  
Belen Johnson – Office Coordinator, PCAC

**II. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA - None**

**III. APPROVAL OF MINUTES**

**MOTION:** *Robert Miller moved to approve minutes for March 4, 2014 as amended.  
Seconded by Howie Zechner. The motion passed with unanimous consent.*

**IV. TREASURER REPORT**

- Tim Winter provided the Treasurer report to the board.

**V. EXECUTIVE DIRECTOR REPORT**

- Keri Stokstad provided the Executive Director report to the board.

Prepared by: Belen Johnson, Office Manager  
Reviewed by: Keri Stokstad, Executive Director

**VI. OLD BUSINESS**

- **PASADENA CABLE SERVICE PROVIDERS PEG ACCESS STATUS AND PLAN – INFORMATION ITEM**
  - No complaints reviewed.
- **PCAC OPERATING AGREEMENT**
  - Tabled for the following meeting.
- **ROLES OF PCAC BOARD REPRESENTATIVES**
  - Governance Committee will address nominations.
- **PCAC FY15 BUDGET PRESENTATION**
  - **MOTION:** *Robert Miller moved to approve the FY15 budget as presented. Seconded by Robert Oltman. Howie Zechner abstained.*
- **ARCHIVAL OF AUDIO RECORDINGS OF PCAC BOARD MEETINGS**
  - Tabled for the following meeting. Staff will work with the Governance committee to provide a formal policy retention statement for the board to approve.

**VII. NEW BUSINESS**

- **PUBLIC RECORDS ACT TRAINING**
  - Assistant City Attorney, Ann Sherwood Rider provided the training.
- **FORMATION OF COMMITTEES**
  - **Personnel and Governance Ad-Hoc Committee**  
**MOTION:** *Robert Miller moved to create a Personnel and Governance committee. Seconded by Tim Winter. The motion passed with unanimous consent. The members of the committee are Howie Zechner, Robert Miller, Beth Leyden, Hoyt Hilsman and George Falardeau.*
  - **Executive Board Nomination Ad-Hoc Committee**  
Governance committee will address nominations.
- **COMMUNICATIONS ON BEHALF OF PCAC**
  - Governance Committee will address nominations.

**VIII. COMMITTEE ASSIGNMENTS, REPORTS AND MEETING SCHEDULES**

**IX. ARROYO CHANNEL PRODUCER LIASON REPORT**

- Howie Zechner provided a report to the board.

**X. CITY OF PASADENA REPORT**

- William Boyer provided the City of Pasadena report to the board.

**XI. PASADENA UNIFIED SCHOOL DISTRICT REPORT**

- Beth Leyden was absent.

**XII. PASADENA CITY COLLEGE REPORT**

- Robert Miller provided the PCC report to the board.

**XIII. FUTURE MEETING DATES**

- June 3, 2014 at 150 S. Los Robles Ave., Suite 101.
- July 1, 2014 at 150 S. Los Robles Ave., Suite 101.

**XIV. ANNOUNCEMENTS BY BOARD MEMBERS AND STAFF**

**XV. ADJOURNMENT**

**MOTION:** *Hoyt Hilsman moved to adjourn the meeting in memory of Sid Tyler. Seconded by George Falardeau. The motion passed with unanimous consent.*

The meeting adjourned at 10:33 PM.