

**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, May 6, 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 7:54 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
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
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: *William Boyer moved to approve minutes for April 1, 2014. Seconded by Tim Winter. 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.
- **ALLIANCE FOR COMMUNITY MEDIA 2015 NATIONAL CONFERENCE LOCATION –**

PASADENA

- **MOTION:** *Robert Miller moved to host the Alliance for Community Media 2015 National Conference in Pasadena. Seconded by Hoyt Hilsman. The motion passed with unanimous consent.*

VI. OLD BUSINESS

- **PASADENA CABLE SERVICE PROVIDERS PEG ACCESS STATUS AND PLAN – INFORMATION ITEM**
 - We received one complaint. The complaint has been addressed and is now considered closed with no additional follow up.
- **PCAC OPERATING AGREEMENT**
 - **MOTION:** *George Falardeau moved to approve the PCAC Operating Agreement. Seconded by Hoyt Hilsman. The motion passed with unanimous consent. The Operating Agreement will be agendized at a future City Council meeting once the staff report is finished.*

VII. NEW BUSINESS

- **DEFINING THE ROLE OF PRODUCER LIAISON**
 - **MOTION:** *Hoyt Hilsman moved to relieve Howie Zechner as the Producer Liaison. Seconded by George Falardeau. The motion passed with one abstention by Howie Zechner.*

VIII. COMMITTEE ASSIGNMENTS, REPORTS AND MEETING SCHEDULES

- **GOVERNANCE COMMITTEE REPORT – BOARD OFFICER NOMINATIONS**
 - The Governance Committee presented the following slate for office nominations George Falardeau – Chair, Howie Zechner – Vice Chair, Tim Winter – Treasurer, Beth Leyden – Secretary. Additional nominations are accepted at the June meeting.

IX. ARROYO CHANNEL PRODUCER LIASON REPORT

- No report was provided.

X. CITY OF PASADENA REPORT

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

XI. PASADENA UNIFIED SCHOOL DISTRICT REPORT

- Beth Leyden provided the PUSD report to the board.

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. Seconded by George Falardeau. The motion passed with unanimous consent.*

The meeting adjourned at 9:16 PM.