

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

Minutes of Pasadena Community Access Corporation

This special meeting of the PCAC Board of Directors was held on Tuesday, September 16, 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 reportable action was taken.

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

- George Falardeau, Board President, called the meeting to order at 7:50 p.m.

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

- **Present Board of Directors:**  
George Falardeau – District 1 Representative  
Robert Oltman – District 3 Representative  
Howie Zechner – District 4 Representative  
Yuni Parada – District 5 Representative  
Tim Winter – District 6 Representative  
Hoyt Hilsman – District 7 Representative  
Robert Miller – PCC Representative  
Gail Schaper-Gordon – Mayor’s Representative  
William Boyer – City Manager’s Office Representative  
Beth Leyden – PUSD Representative
- **Staff:**  
Keri Stokstad – Executive Director, PCAC

**The names of those who did not attend the meeting are listed below:**

- **Absent Board of Directors:**  
Tom Majich – District 2 Representative

**II. APPROVAL OF MINUTES**

***MOTION:** Howie Zechner moved to approve minutes for August 12<sup>th</sup> with the amendment that the PCC Report was not given because Robert Miller was absent. Seconded by Hoyt Hilsman. The motion passed with seven in favor, three abstaining.*

**III. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

- Robert Oltman commented on parking situation and suggested that the board might want to establish a committee to study the parking in the area.

Prepared by: Beth Leyden, Secretary and PUSD Representative  
Reviewed by: Keri Stokstad, Executive Director

**IV. TREASURER REPORT**

- With clarifying comments from the accountant, Michael Noll, Tim Winter provided a very detailed Treasurer’s report to the board.

**V. EXECUTIVE DIRECTOR REPORT**

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

**VI. OLD BUSINESS**

- **PASADENA CABLE SERVICE PROVIDERS PEG ACCESS STATUS AND PLAN –INFORMATION ITEM**
  - No complaints were received.
- **PCAC OPERATING AGREEMENT**
  - The Board held a discussion regarding an email George Falardeau received from the Assistant City Manager, Steve Mermell, regarding changes the City would like to effectuate with the PCAC Operating Agreement.

**VII. NEW BUSINESS**

- **STRATEGIC PLANNING**
  - The Board held a discussion regarding developing a simple but strong strategic plan, with benchmarks.

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

- No reports were provided.

**IX. CITY OF PASADENA REPORT**

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

**X. PASADENA UNIFIED SCHOOL DISTRICT REPORT**

- Beth Leyden provided the PUSD report to the board.

**XI. PASADENA CITY COLLEGE REPORT**

- Robert Miller provided the PCC report to the board.

**XII. FUTURE MEETING DATES**

- October 7<sup>th</sup>, 2014 at 150 S. Los Robles Ave., Suite 101.
- November 4<sup>th</sup>, 2014 at 150 S. Los Robles Ave., Suite 101.

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

**XIV. ADJOURNMENT**

**MOTION:** *There was no motion to adjourn the meeting. At 9:32 PM George Falardeau adjourned the meeting by presidential decree.*