



Pasadena Media Orientation

About Pasadena Media

Since 1983, Pasadena Media, a 501(c)3 nonprofit benefit corporation has inspired dialogue, fostered freedom of expression and continues to bridge diverse communities. Our purpose is to promote, coordinate, facilitate, produce and assist public service programming on behalf of Pasadena's community access television channels. At times, we may be referred to as Pasadena Community Access Corporation (PCAC), a municipal operating company for the City of Pasadena.

Public, Education and Government Access Channels

Pasadena's PEG channels are available on Charter Spectrum cable in Pasadena and Altadena, AT&T U-verse channel 99/Pasadena throughout L.A. County and via streams at pasadenamedia.org.

- Arroyo - Public Access Charter channel 32
- KPAS - Governmental Access Charter channel 3
- KLRN - PUSD Educational Access Charter channel 95
- PCCtv - PCC Educational Access Charter channel 96

Production Facilities

Pasadena Media operates the community media training center and television studio facilities for production of programming on Pasadena's PEG access channels. Facilities include production equipment for use in studio and on-location as well as post production editing equipment.

Rules and Regulations

Pasadena Media requires that all people involved in creating programs at our facility abide by the Pasadena Media Rules and Regulations. For complete rules, please review the "Pasadena Media Rules & Policies Handbook" available online at pasadenamedia.org/create.

- **Rules of conduct**

Staff reserves the right to refuse service to any person whose actions hinder the activities of others. Persons hindering guests, members or staff will be asked to leave the facility.

- **Programming guidelines**

The only programming content areas prohibited from appearing on the public access channels are those outlined here or as stated by law. These include:

- Advertising: Pasadena Media is a nonprofit organization and is not allowed to advertise or solicit funds, (except for funds specifically for Pasadena Media)
- Lotteries: Pasadena Media is not allowed to run lottery based programming
- Obscenity: No content deemed obscene or indecent by federal, state or local codes is allowed by Pasadena Media

- Copyright: No programs containing unauthorized use of copyrighted material is permitted. If such material is cablecast on an access channel, only the producers, and not Pasadena Media, are liable.



RULES OF CONDUCT

- No discrimination, harassment or disrespectful behavior will be tolerated.
- No actions that hinder the activities of other members or staff will be tolerated.
- Smoking is only allowed in the area designated in front of the building's main entrance on Los Robles Avenue.
- Food and drink are only allowed in the kitchen, green room and the designated portion of the reception area.
- No office equipment or supplies are available for public use.
- No person under the influence of alcohol or any drug is allowed to operate Pasadena Media equipment.

PROGRAM GUIDELINES

The following apply to all facility, equipment and channel usage.

- No commercial purposes or any intention of monetary gain
- Resources are available to all active members in good standing at no cost for use in the production of programs for community access channels
- No advertising, solicitation for funds or asking for donations
- No mentioning of prices or invitations to patronize a commercial establishment
- No gambling, lotteries or games of chance
- No unauthorized copyrighted material
- No defamation, libel, obscenity or materials deemed harmful to minors
- Programs containing potentially objectionable content (e.g. profane language) must include notice for viewers



Pasadena Media Membership

Production Seasons:

Season One: January - May
Season Two: July - November
Bi-Annual Studio Hiatus: June and December

Level 1 - Volunteers:

Resident fee - Free
Non-resident fee - Free

Benefits:

- Access to Basic Training Classes
- Hands-on Studio TV Production Training
- Pasadena Media CoLAB Networking Events

Level 2 - Trainees:

Resident fee - \$20 per Production Season
Non-resident fee - \$40 per Production Season

Benefits - Same as Level 1, plus:

- Official PM Television Operation Certificate
- Access to Advanced Workshops
- In-facility Training with Equipment Usage

Level 3 - Producers:

Resident fee - \$50 per Production Season
Non-resident fee - \$100 per Production Season

Benefits - Same as Level 1 & 2, plus:

- Reserve Studio Facilities for Arroyo Channel Productions
- Production Equipment Check-out for Arroyo Channel Productions
- Official PM Producer Certificate
- Non-Commercial Production Rates for Arroyo Channel Productions