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## Draft Minutes of Board Meeting June 3, 2008

9 AM at COS MCTV 15 Studio LRC 2  
800 College Avenue Weed, CA

### **ROLL CALL**

Judith Conrad, Greg Messer, Todd Cory, Barbara Dillman, Steve Crow  
John Cumming, Kathy Blevins, Arthur Aday, Rand Roselli (President of COS  
Foundation)

CHECK-IN-Judith

MINUTES of May 6, 2008 regular meeting approved  
Minutes can be found and downloaded at:  
<http://www.mctv15.org/Public/MinutesMay2008>

Board WORKBOOK Handouts – John Cumming

PUBLIC COMMENT this is the time for members in the audience to ask questions of the board on items not on the agenda. The Board may take no action on items raised during public comment, but may direct staff or ask for an item to appear on an agenda at a later date.

None

### **OLD BUSINESS**

Executive Director recruitment COMMITTEE REPORT–  
Judith, John & Greg  
Process involved interviews held June 2, 2008

CLOSED SESSION – The Board adjourned to Closed Session – Personnel. Steve Crow moved to direct the hiring committee to develop a personal services agreement for the purpose of selection of an individual and bring it back to the board for approval. Motion passed.

Board requested a Special Closed Session- Personnel to be scheduled for Friday morning June 6th at 10:30 AM at COS Studio

2008-09 BUDGET approval--Barbara

Board discussed the proposed budget scenarios. Agreed to bring forward a request for budget approval to the Special Meeting on June 6th for approval after reviewing input from this meeting.

## **NEW BUSINESS**

Discussion and possible action on request for Professional Services from COS Interim President Peggy Moore - Greg

Greg Messer was in a meeting where the Interim COS President inquired about the program formerly done by President Pelham with an interest in continuing such a program. Steve Crow to take the lead at this point on establishing a Professional Services Agreement to do so.

Discussion on consideration of policy regarding fragrance use when working in MCTV15 studio/workplace – Judith

Rex Golsten presented a sample scent free policy from a Government group named “Access Board Meeting Policy” dated July 26, 2000 for consideration.

Tabled until Steve Crow has researched if COS has an existing policy.

## **REPORTS AND POSSIBLE ACTION**

Operations - John Cumming, Kathy Blevins

John reported that the media server malfunction caused loss of programming for less than 24 hours two weeks ago. Cause appears to be the PC computer. Media server plays programming and EBB.

Orientation meeting had one attendee. Program production rate is decreasing. Greg offered to donate a back up computer for media server. Suggested by Steve Crow to spec out 3 - 4 life span replacement for proposed partnership purchase.

Kathy reported that Comm 35 class in June has been cancelled. Suggested promoting upcoming classes through individual networking.

COS Instruction Liaison - Ron Demele

absent

COS Liaison-Steve Crow

COS Parking lot and street construction is underway on campus and in the Weed city limits, Carnevale event and campus will be impacted. Please be aware of signage. Yreka campus technology improvements may offer future possibilities for MCTV collaboration.

## **COMMITTEE REPORTS AND POSSIBLE ACTION**

Policies and Procedures – Greg Messer, John Cumming, Barbara Dillman

Greg reported that in the process of reviewing policies, it was agreed to separate policies and procedures of the board and the organization. Draft board policy presented for board

comments and consideration.

Proposed to go through the policies at the next meeting and then committee will make recommendations on specific procedures that may need reworking.

Technology Committee - Greg Messer, Todd Cory and John

Greg reported that custom software would need cross training and education with staff.

An inventory of software is a proposed task for the committee.

## **BOARD/STAFF COMMENTS**

Adjourn to next Special Meeting on Friday June 6, 2008 at 10:30 AM MCTV15 Studio  
COS LRC 2