



Community  
Access Partners of  
San Buenaventura

65 day road  
ventura, ca 93003

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**Board of Directors:**

Alisa Moore  
Chair

Anne Hallock  
Vice-Chair

Kathryn Yamada  
Treasurer

Darryl Dunn  
Secretary

Peter Burgi  
Ron Halt  
Jackie Griffin  
Scott Ripple  
Lisa Snider  
George Tabata  
Ed Wehan  
Terry Wieser

## **"Empowering Community Through Media Access"**

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### **Board of Directors Meeting Agenda**

Monday, August 3 – 5:30pm

CAPS Offices o 65 Day Road o Ventura, CA 93003

**A. Call to Order / Roll Call**

**B. Public Communications**

This is the time set aside during the meeting for members of the public to address the board concerning any item that has been described in this notice. Persons wishing to address the board should fill out a "Speaker Form" prior to the board reaching this point on the agenda.

**C. Approval of minutes from June 1, 2009**

**D. Staff Reports**

1) **Executive Director's Report**

**E. Standing Committee Reports**

1) **Executive Committee**

a) Review 7/27 meeting – Alisa Moore

2) **Finance Committee** – Kathryn Yamada

a) Review 7/27 meeting

b) Review 2009 Q2 financials and cash-flow analysis

c) Report on accountant interviews

3) **Nominating Committee** – Terry Wieser / Alisa Moore

**F. Ad-Hoc Working Groups**

1) By-Laws Review working group – Scott Ripple / Ron Halt

2) Employee Handbook Working Group – Did not meet

3) Marketing Working Group – Peter Burgi / Terry Wieser

a) Consider combining Resource Development & Marketing Working Groups

**G. Old Business**

1) Update on Executive Director performance review – Alisa Moore (in progress)

2) Review status of third channel request – Alisa Moore for Anne Hallock (in progress)

**H. New Business**

1) Review proposal by The Buske Group to perform third-party review of CAPS performance.

2) Authorize expenditure of up to \$ 8,000 in capital funds budgeted for studio grip / lighting equipment.

3) Approve Purchase Order in the amount of \$7,400 for Character Generator (replaces all previous approved / unspent POs for character generators)

4) Approve use of Professional Services Agreement for consulting work

5) Discussion DIVCA issues and of AT&T's U-Verse platform / deployment in Ventura. Discuss CAPS position on whether or not to recommend that CAPS not provide PEG signals to AT&T U-Verse due to non-compliance with DIVCA.

**I. Board Member Communications**

**J. Adjournment**