



Community
Access Partners of
San Buenaventura

65 Day Road
Ventura, CA 93003

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Board of Directors:

Scott Ripple
Chair

Ron Halt
Vice-Chair

Kathryn Yamada
Treasurer

Darryl Dunn
Secretary

Marcia Grace Alcott
Jackie Griffin
Anne Hallock
Alisa Moore
David Rios
Ed Wehan
Terry Wieser

"Empowering Community Through Media Access"

Board of Directors – Meeting Minutes

Monday, June 16, 2008 – 5:30pm

CAPS Offices o 65 Day Road o Ventura, CA 93003

- A. Call to Order / Roll Call - – The meeting was called to order at 5:40pm**
Members Present: Ron Halt, Darryl Dunn, Anne Hallock, Alisa Moore, Ed Wehan, Terry Wieser
Members Absent: Scott Ripple, Kathryn Yamada, Jackie Griffin, David Rios
Staff Present: Todd Thayer
- B. Public Communications - None**
- C. Approval of minutes from March 17, 2008 – M/S/P**
- D. Executive Director's Report – The Executive Director gave a brief report on CAPS and current activities and issues**
- E. Standing Committee Reports**
 - 1) Executive Committee
 - a) Review meeting of June 9, 2008 – **Chair Ripple gave a brief review of the meeting**
 - 2) Finance Committee – **Did not meet**
- F. Ad-Hoc Working Groups**
 - 1) By-Law Review Working Group – Chair Ripple / Executive Director
 - a) If ballot measure is rejected – begin accelerated annual election timeline
 - b) If ballot measure is approved – begin discussion of selection criteria, recruitment process, Board Search Committee – **After discussion, it was determined that Directors Wehan, Weiser and Moore would form a working group to develop criteria for board candidate recruitment. Skills in finance and technical areas were identified as desirable.**
 - 2) Employee Handbook Working Group – **Did not meet**
- G. Old Business**
 - 1) Consider interim measure for background checks due to Dept of Justice lead times (Camp CAPS, CAPS for Kids etc) – **Staff Recommendation: Approve the use of a third party background check firm for interim background checks pending Life Scan approval – M/S/P**
- H. New Business**
 - 1) Consider purchase philosophy for studio camera equipment (new vs. used, off-brand vs. name brand) – **The board directed the Executive Director to work with Director Weiser to determine the best option and move ahead accordingly**
 - 2) Consider policy to extend membership to candidates and elected who serve our membership – **The board directed the Executive Director to move the question to the Bylaws Review workgroup.**
- I. Board Member Communications**

Director Moore spoke regarding Board training
Director Wehan spoke regarding Summerfest and CAPS participation
- J. Adjournment – There being no other business, the meeting was adjourned at 6:58pm**