



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"**

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**Executive Committee Meeting Minutes**

Monday October 6, 2008 5:00pm  
CAPS Offices: 65 Day Road, Ventura CA 93003

Scott Ripple – Chair  
Ron Halt – Vice-Chair  
Kathryn Yamada – Treasurer  
Darryl Dunn – Secretary  
Todd Thayer – Executive Director

- 1) Call To Order / Roll Call – **The meeting was called to order at 5:15pm**  
**Members Present: Scott Ripple, Ron Halt, Kathryn Yamada**  
**Members Absent: Darryl Dunn**  
**Staff Present: Todd Thayer**
- 2) Public Communications - **None**
- 3) Approve Minutes from August 7, 2008 – **M/S/P**
- 4) New Business
  - a) Review financials & cash-flow analysis – **Treasurer Yamada and the Executive Director reviewed the financials and cash-flow analysis. Revenues and expenses are generally on target**
  - b) Review YTD Operating and Capital budgets - **Treasurer Yamada and the Executive Director reviewed both Capital and Ops budget. CAPS is on target with the studio build out and while expense side budgeting is high, we expect most of the variance is due to timing and will reduce as we approach year-end.**
  - c) Review adjustments for 2009 Operating and Capital Budgets – **The Executive Director presented the draft budgets for comment. Adjustments will be made with budget to be presented for approval in December.**
  - d) Review studio & control room progress – **The Executive Director reviewed the progress of construction in the control room.**
- 5) Board Meeting items
  - a) Annual member meeting
  - b) CAPPIE Award presentation
  - c) Organizational Board Meeting
  - d) Board officer recruitment
- 6) Adjournment – **There being no other business, the meeting was adjourned at 5:40pm**