



Community
Access Partners of
San Buenaventura

65 day road
ventura, ca 93003

(805) 658-0500 ph
(805) 658-0505 fax
www.capstv.org

Board of Directors:
Ron Halt
Chair

Scott Ripple
Treasurer

Marcia Grace Alcott
Secretary

Jackie Griffin
Anne Hallock
Alisa Moore
David Rios
Terry Wieser
Kathryn Yamada

"Empowering Community Through Media Access"

Board of Directors Meeting Agenda Monday, September 17, 2007 – 5:30pm CAPS Offices - 65 Day Road - 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 August 20, 2007

D. Executive Director's Report

E. Standing Committee Reports

- 1) **Executive Committee** – did not meet
- 2) **Finance Committee** – Scott Ripple
 - a) Report on current financial position

F. Ad-Hoc Working Groups

- 1) Employee Handbook Working Group – Did not meet
- 2) Strategic Planning Working Group / Strategic Planning Update – Executive Director

G. New Business

- 1) Approve Purchase Orders
 - a) Studio camera cables – \$ 1,600 (Clark Wire & Cable)
 - b) Character Generator – not to exceed \$4,000 (vendor TBD)
- 2) Solicit volunteers for planning and implementation of annual meeting and CAPPIE awards (October 15)
- 3) Review progress on ACM Western Region Conference (October 26 & 27)

H. Board Member Communications

I. Adjournment