



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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**Board of Directors – Meeting Agenda**

Monday, May 19, 2008 – 5:30pm

CAPS Offices o 65 Day Road o Ventura, CA 93003

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

**B. Presentation by Corporate Counsel – Tony Strauss of Strauss Law Group**

**C. 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.

**D. Approval of minutes from March 17, 2008**

**E. Staff Report**

- 1) **Executive Director's Report**
- 2) **Outreach Report**

**F. Standing Committee Reports**

- 1) **Executive Committee** – Chair Ripple
  - a) Review meeting from May 12, 2008
- 2) **Finance Committee** – Treasurer Yamada
  - a) Review audit progress & annual filings
  - b) Review April financial statements & cash flow analysis
  - c) Variance Report – Executive Director
  - d) Review cash reserve policy and consider modification to allow expenditure of funds for completion of control room, studio & equipment

**G. Ad-Hoc Working Groups**

- 1) By-Laws Review working group – Chair Ripple / Executive Director
  - a) Review status of bylaws changes
- 2) Employee Handbook Working Group – Did not meet

**H. New Business**

- 1) Consider request for operating budget variance
  - a) \$1,000 for staff background checks (LifeScan) for program activities involving minors
- 2) Consider Capital Budget variance in the amount of \$125,000 for the completion of the control room (construction) and purchase and installation of equipment – **Staff recommendation: Authorize the Executive Committee to review with the Executive Director the options for cameras and other equipment. Authorize \$125,000 for construction of the control room space, and for purchase and installation of control room and studio equipment.**

**I. Board Member Communications**

**J. Adjournment**