



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  
Alisa Moore  
David Rios  
Dan Shinder  
Barry Tronstad  
Jenise Wagar  
Terry Wieser  
Kathryn Yamada

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

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### **Executive Committee Meeting Agenda**

Monday August 13, 2007 5:00pm

CAPS Offices: 65 Day Road, Ventura CA 93003

Ron Halt – Chair  
Scott Ripple – Treasurer  
Marcia Grace Alcott – Secretary  
Todd Thayer – Executive Director

1) **Roll Call**

2) **Public Communications**

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

3) **Approve Minutes from May 14, 2007**

4) **New Business**

- a) Fiscal Review – Treasurer & Executive Director
- b) Approve Purchase Orders
  - i) Broadcast Store - not to exceed \$5,000 (credit) - Equipment for studio control room
- c) Approve Purchase Orders pending funds availability
  - i) Treeco – not to exceed \$1,000 – Arborist review of Ash tree (west side / north tree)
  - ii) 4 Lads and a Lass - \$1,500 – Trim Ash trees
- d) Authorize Executive Director to begin discussions with architect on floor plan update
- e) Authorize Executive Director to begin search for general contractor (bids for large studio)
- f) Review nominations for Board elections
- g) Recommend appointment of Kathryn Yamada to the Finance Committee
- h) Review facility progress
- i) Start work on 2007 CAPPIES and Annual Meeting
- j) Review progress on 2007 Western Regional Conference

5) **Board Meeting Agenda Items**

- a) Executive Director report
- b) Review 2007 Q2 financials - Treasurer
- c) Review current financial status – Treasurer & E.D.
- d) Strategic Planning update – Doug Green
- e) Set record date for ballot (contingency for bylaws changes re: appointed board seats)
- f) 2007 CAPPIES & Annual Meeting
- g) Review progress / Western Regional Conference

6) **Adjournment**