



Community
Access Partners of
San Buenaventura

65 Day Road
Ventura, CA 93003

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

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, December 17, 2007 – 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 5:30pm**
Members Present: Scott Ripple, Ron Halt, Kathryn Yamada, Darryl Dunn, Marcia Alcott, Jackie Griffin, Alisa Moore, Ed Wehan, Terry Weiser, Anne Hallock (5:34), David Rios (5:36)
Staff Present: Todd Thayer
- B. Public Communications – None**
- C. Approval of minutes from**
October 15, 2007 – **M/S/P Directors Ripple & Wehan abstaining**
&
November 14, 2007 – **M/S/P, Directors Halt & Rios abstaining**
- D. Executive Director's Report – The Executive Director gave a brief overview of highlights and showed a video with excerpts from the previous months programming**
- E. Standing Committee Reports**
 - 1) Executive Committee – Chair Ripple
 - a) Review meeting of December 10, 2007 – **Chair Ripple reviewed the meeting from December 10, the bulk of which concerned fiscal issues to be addressed later in the meeting**
 - 2) Finance Committee - Treasurer
 - a) Report on CAPS financials & cash-flow & cash position – **Treasurer Yamada reported on CAPS financial position.**
 - b) Presentation of 2008 Operating Budget – **M/S/P**
 - c) Review and approve 2008 Capital Budget – **M/S/P**
 - d) Approve Corporate Banking Resolutions for new signers and new account – **M/S/P**
- F. Ad-Hoc Working Groups**
 - 1) Employee Handbook Working Group – **Did not meet**
- G. New Business**
 - 1) Approve capital purchase orders (AT&T Grant) – **M/S/P**
 - a) Camera package – Vendor TBD
 - b) Edit Suite – Vendor TBD
 - c) Teleprompter – Vendor TBD
- H. Board Member Communications – Director Moore reported the VC has re-launched their website and invited those present to visit and comment**
- I. Adjournment – There being no other business, the meeting was adjourned at 6:48pm**