

Fairfax Cable Access Corporation
Monthly Board of Directors Meeting
Minutes

Date: August 29, 2007

Time: 7:00 PM (EST)

Place: Conference Room, FPA Bldg, 2929 Eskridge Road, Merrifield, VA

Notice: Regular monthly meeting; adequate notice given

Attendees: Board members Jim Southworth, Steve Mullen, Charlotte Yakovleff, Ahmed Selim, Jeffrey Sachs, Georgia Graves and Gina Colon (on phone)

Others: Executive Director Chuck Peña, Steve Ruddell, Steve Thompson;

Quorum: Present

Call to Order: 7:25 PM

Call for Conflicts of Interest: None

Minutes: Both June and July (with corrections) minutes were approved by unanimous consent.

There was discussion of what constitutes proper meeting notification and agenda distribution.

Steve Ruddell Operations Committee Report: See attached Executive Director's report.

Motion: To approve \$4,200 from maintenance account to upgrade Studio B power phase 2 from 70 AMPS to 100AMPS. Moved by Jim Southworth, second by Selim, motion carried. The electrician tracked down recurring problems in studio B to a 70 AMP line that is carrying 65 AMPS, when recommended standard is a maximum 56 AMPS. The wall sockets were moved to a different power source, phase 1, but this will add addition margin of safety. Treasurer Steve Mullen indicated that funds were available.

Red card items were presented.

The Telex system (studio intercom) status was discussed as the delay in getting the replacement system in place.

On August 5th, the station took a power hit, and several systems were knocked off line. The WEBR console was irrevocably damaged causing the need for its replacement. Jim Southworth was contacted and under the emergency purchasing policy, Jim approved the \$12,237 for the systems replacement. Treasurer Steve Mullen indicated that funds were available.

Motion: To affirm the emergency replacement authorization of Jim Southworth for \$12,237 from operating account for the replacement WEBR console. Moved by Georgia Graves, second by Steve Mullen, motion carried.

Action by Chuck: See attached Executive Director's report.

The Staff is currently locked out of the Nova Web Site, and efforts are underway to regain access.

A waiver has been requested from Cox to permit more than 1 out of county board member, as two of the current 9 board members are out of county. If the waiver is not granted, the GM will ask all the out of county candidates to not run.

Election report presented.

Motion: To add into the general member meeting announcement to permit the full membership to vote on removal of a board member. Moved by Jeffrey Sachs, seconded by Charlotte Yakovleff, motion tabled.

Informal Motion: By consent of all present (Gina was not on the phone at this point); if the majority of the board asks any board member to step down over the next year, the board member will step down. This was accepted as an alternative to the above tabled motion.

Motion: To approve the newspaper election advertisement as presented. Moved by Georgia Graves, seconded by Steve Mullen, and approved unanimously.

The Executive Director, Chuck Pena, 1) asked whether the operations committee should continue to exist, 2) whether the committee is advisory in nature or has the authority to approve money, and 3) as an alternative he requested that staff be added to the committee as voting members. Discussions followed on all these points. The operations committee as currently constituted, only large items (currently over \$10,000) need to be brought to the board's attention as informational presentations. No action was taken.

Treasurers Report:

- Income statement and balance sheet ending 30 July
- Generally good end of year report.

Jeff S asked if we have moved any cash in higher yielding investments. Discussion ensued, and several options are being evaluated.

A question arose about air conditioning improvements. New equipment will be capitalized. Repairs will be charged to the Maintenance expense account.

The treasurer presented the capital grant solicitation letter and accompanying documentation for review by the Board. The Board has 2 weeks to provide changes, after which the package will be provided to the County.

New Business:

None.

Motion: That the meeting be adjourned; moved by Jim Southworth; seconded by Steve Mullen; motion carried.

Adjourned at 11:05 PM.