



Board of Directors Minutes  
Tuesday, February 19, 2019

Board of Directors Meeting  
Location: Petaluma Community Center  
320 N. McDowell Blvd.  
Petaluma, CA 94954

**BOARD OF DIRECTORS**

Cindy Thomas – Chair  
Judy Kirschner – Secretary  
Domenica Giovannini - Treasurer- Absent  
Richard Alpert  
Jason Lopez-Absent  
Tim Williamsen – City of Petaluma Designate

**1. ROLL CALL – 6:09 P.M.**

**2. PUBLIC COMMENT**

Public comment on issues not on the agenda. Time for comment on agenda items will be made available during discussion of those items. No action can be taken by the Board on issues raised in any comments; however, the Board may refer questions to PCA Management for review.  
-None

**3. BOARD OF DIRECTORS COMMENTS & ANNOUNCEMENT**

Directors Comments, Announcements. N/A

**4. AGENDA APPROVAL**

Requests for modifications, deletions.  
Modifications made: Richard Alpert 1st/Tim Williamsen 2nd/All Approve

**5. APPROVAL OF MINUTES**

Minutes for January 15, 2019 PCA Board of Directors Meeting.  
Williamsen moved to approve/Kirschner seconded/All approved

**6. TREASURER'S REPORT**

No budget review until 3rd quarter projections are decided.  
Tim Williamsen will introduce Don Lewis to City council people.

**7. EXECUTIVE DIRECTOR'S REPORT**

Lagunitas Grant \$500 came through, Dine and Donate March 6 at Mary's Pizza Shack,

Dominic Del Bene donated \$422 from Comedy show. Storage unit clean out garage sale or record/gear swap? New Access Asst. Dominic Bowker; New Intern Sunday Simon; staff meetings going well; board elections coming up, board recruitment: Board experience for non-profits.

**8. CONSENT CALENDAR-** None

**9. REPORTS OF COMMITTEES**

- Executive Committee (Thomas, Kirschner, Giovannini)  
None  
Finance Committee (Giovannini, Lopez) Giovannini to bring full report to Feb. meeting.  
None
- Nominating Committee (Alpert, Lopez and Thomas) - None
- Policies & Procedures (Williamsen, Thomas) None
- Outreach & Fund Development (Thomas) None
- Events Committee (Kirschner)  
Reported on plan for 5/20 event: The Grain is on along w/DJ Said; Food catered by Señor-Sisig.

**10. OLD BUSINESS**

- A) Discussion and possible action on city contracts: Rohnert park re-upped fees and will pay to program their TV site, Sebastopol will get back to us next year, Windsor did not renew
- B) Discussion and possible action on board retreat-Tabled to exec.comm needs agenda.
- C) Discussion and possible action on Committees-Separating Outreach from Fundraising and Events need to create dates for meetings. Don takes on outreach; Fundraising is a board thing; Events a committee. Butter n Eggs not an event? But a signature needs a steering com. 1st Cindy Thomas/2nd Richard Alpert/All approve.
- D) Discussion and possible action on committee changes, Go back to Outreach, get rid of events, go back to event application which goes through outreach committee.

**11. NEW BUSINESS**

- A) Discussion and Possible Action on Key Card-Policy (Thomas) protection of people and equipment. Doors to remain locked at all times. Check list is good. 1st Tim W./2nd Richard A./  
All approve
- B) Discussion and Possible Action on Butter & Eggs Committee (Thomas)  
Steering Comm. is Cindy/Don/Richard
- C) Discussion and Possible action on May 20th Fundraiser @ Lagunitas(Kirschner)  
Full Steam ahead
- D) Discussion and Possible action on Website rebuild moving forward cost of \$4+k to condense, streamline, rebuild, all under one site PCA umbrella. Allocating \$5k for costs.  
1st Cindy T/2nd Judy K./All approve.
- E) Discussion and Possible action on Participation in 2019 NFCB Community Media Conf.  
Don will go and he can decide if Rob should go....

- F) Discussion and Possible action on Board Member Resignation 1st Tim W/2nd Cindy T  
All Approve
- G) Discussion and Possible action on New Equipment purchase for studio-  
Operations issue question should go to Rob first.

**12. ADJOURN TO CLOSED SESSION:**

1st -R.Alpert motion/Tim W.2nd/all approve

- A) Discussion and possible action on Personnel issue.  
Still remains. Paying an HR person found via attorney Dominica is point of contact

**13. REPORT OUT OF CLOSED SESSION:** Key card need check list before handing out.

**ADJOURN 7:30pm**

C.Thomas 1st/Tim W 2nd /All approve

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