

channelAustin Board Meeting Minutes

Monday, June 22, 2015

Meeting held at 1143 Northwestern Avenue • Austin • Texas • 78702

Board Present: Alvarado, Boyden, Coleman, Mays & Harrington

Staff Present: Gisser, Litowsky, Wray

Guests: None

1. Call to Order: Meeting called to order by Alvarado at 6:09 PM.
2. Review & Approve Agenda: Moved: Mays, Seconded: Coleman.
3. No Public Comments.
4. Approve May 18, 2015 Board Meeting Minutes: Boyden moves to approve. Coleman seconds. Unanimous.
5. Financial Report through May 2015: Gisser presented budget to actuals up through May 31, 2015. Production revenue well ahead of schedule. Expenses are as anticipated. Discussion on revenue from iYouth Media Institute. 67% through the year and at 61% expenses, with Production Services @\$12,000 over projection. Boyden pointed out that chA now has budget down to a science.
6. Discussion centered around the RFP, who it was awarded to, the City's statement that we are still in a non-disclosure period and Alvarado's phone conversation with contract manager Paul Lewis.
7. Executive Session for the purpose of: - Finances - Employees - Board and - Legal, so moved by Boyden and seconded by Coleman. Entered into Executive Session at 6:28 PM and left Executive Session at 7:40 PM.
8. Board Chair requests that the Minutes reflect the unanimous Vote of Appreciation for Gregory Harrington's hard work and his four years of service to channelAustin's Board of Directors. Harrington has reached term limits according to the By-Laws.
9. Future Agenda Items: Noted that the Board will continue to meet as needed and that July's agenda reflect the issues discussed at the June meeting, as well as the addition of the agenda item to discuss the non-profit's future beyond the City of Austin Contract.
10. Adjourn: Boyden moved, Coleman seconded. Adjourned at 7:46 PM.

Next Board meeting set for Monday, July 28, 2015

To: channelAustin Board of Directors
From: Stefan Wray, General Manager and Linda Litowsky, Executive Director
Date: 23 July 2015
Re: Monthly Report to the Board with June Data & Information

channelAustin learned on June 10, 2015 that the City of Austin plans to reward the Austin Film Society with the Public Access management contract. This means as of 30 September 2015, channelAustin will no longer manage public access. However, the nonprofit continued to operate business as usual through the month of June. A decision was made to not take on any new mediaArtists, to make any refunds requested and to cancel classes that offer certification, as noted below. channelAustin then cancelled any additional Intro sessions, as well.

Activity report through June 30, 2015.

Intro

	Jan	Feb	Mar	Apr	May	June
# Attending Intro	18	33	9	16	14	4

mediaArtists

	Jan	Feb	Mar	Apr	May	June
# Joining New	5	15	10	5	6	3
# Renewals	6	6	8	4	2	0

In June there were 3 people who joined as new mediaArtists. One has since asked for a refund. Regarding mediaArtist renewals, channelAustin decided to extend all current mediaArtist memberships to September 30. So the number of current mediaArtists – 186 – will remain the same through the end of the contract. channelAustin has stopped accepting new mediaArtists.

Courses

	Jan	Feb	Mar	Apr	May	June
# Classes offered	8	8	9	7	8	6
# Classes held		8	8	8	5	7
# Attendees	28	32	45	19	28	10

Six classes were initially scheduled for June. Two classes that started earlier in the month, TV101 and mA:field, were held. When channelAustin learned that its contract would not be renewed it decided to cancel all certification classes yet to leave open classes in Final Cut Pro and Adobe Premiere. However, the FCPX and Premiere classes scheduled in June did not have enough students registered.

It was also decided that channelAustin would not be involved with the previously requested IT Assessment nor with the choice and installation of new carpet throughout the building.

Programming Report for June 2015

Doug Gray, Programming Director

There were 130 files submitted in June 2015. 97 of those files were local content and 33 of them were out of area. We currently have 54 Series and 15 of those are live from the two studios. The number of live shows will drop to 12 for the July report. The Spring 2015 Season was supposed to end on June 30th but we extended it until channelAustin stops operations or until the light systems are installed. However, there were a few live shows that chose not to continue into July. channelAustin went live for 1.5 hours on June 13th for the Filmmaker Boot Camp Awards Show and also went live for 2 hours on June 20th for the Juneteenth parade.

Technology Report for June 2015

Brian Blake, IT Director

IT issues

- Support iYouth camps.
- Monitor web security trends & inform staff.
- Work on info for IT assessment, inc meetings.
- Rebuild business server from backup due to DNS poisoning.
- Trace lagged e-mail path.
- Open firewall further for remote access programming over pending holiday.

Equipment issues

- Misc. evaluation & repair issues. Field & Studio Gear.
- Manage LiveU for PEG & monitoring.

Other issues

- Juneteenth Parade.
- Manage & advise misc. mediaArtists.
- Assist programming with DL of DemNOW! Including cook & routing.
- Monitor AT&T U-Verse PEG signals.
- Taught lighting class.
- Instruction to interns.
- Contact vendors for archives.
- Lighting for 02 Media events.
- Inventory verification.

78702 media Report for June 2015

Linda Litowsky, Executive Producer

In June, 78702 media had productions for:

- Retiring Well with Michael Reese
- Total Retirement with Ernie Burns
- Texas Statewide Independent Living Council Interviews X 2 days

The Main Studio was also rented for 1 day to the Texas Crew for a physician to provide information for a Health organization from Ohio.

78702 media also completed the edit for the Dripping Springs Olla's, Bearing Financial and Conversations with Laurie Pipenur.

Meetings were held with 2 independent filmmakers who wanted to scout the studios, with Texas SILC to discuss the upcoming shoots and with the web designer for the 78702 media website.

iYouth Media Institute Report for June 2015 **Linda Litowsky, Executive Director**

The iYouth Media Institute was extremely busy in June.

The Filmmakers Boot Camp included:

- Training for 10 mentors
- Coordinating 6 professional filmmakers to visit the boot camp crews
- 3 restaurants who hosted the 24 youth filmmakers
- 16 hours of workshops and instruction
- 24 hours of filmmaking including storytelling, editing, camera, lighting and audio
- 2-hour live show with 3 guest judges, 48 friends and family watching from the studio, 678 online viewers who voted on facebook, 1 crew as runners up winning \$500 and the grand prize winning crew, Salty Cat, who won \$1,000.

channelAustin staff and 2 young men volunteers, as well as 3 on-air hosts produced the Juneteenth Parade. The show aired live for 2 hours and sadly, our on the street host, Emanuel Limuel, Jr. took ill during the festivities, but has now recovered.

The Kids Make TV Camp was also a huge success. It included:

- 12 kids, 3 of which were siblings of past campers
- 40 hours of fun, including 8 hours of camera, audio, lighting and editing instruction
- 12 hours of film production
- 8 hours of editing
- 1 awesome final movie, complete with behind-the-scene bloopers and
- 1 premiere party for family and friends

The iYouth Institute also hosted 3 tours for Extend-a-Care for 150 children.

Sadly, the iShare Oral History Project was not chosen for the \$80,000 Impact Austin award. Staff worked with Impact Austin mentors to prepare the presentation on June 1st and Litowsky made the final presentation June 8 for 150+ potential grantors. Our friends at VSA Texas received the cultural arts funds instead – a very worthy competitor and past channelAustin board member.



**BOARD MEETING (*Draft - REVISED*) Agenda
BY PHONE**

712.775.7031

Access Code: 688-857

Wednesday, July 30, 2015, 6:00 PM

1. Call To Order 6:00 PM
2. Review & Approve Agenda
3. Public Comments
4. Approve June 2015 Board Meeting Minutes
5. Financial Report Through June 30, 2015: Aysa Gisser
6. ED & GM report: Litowsky & Wray
7. Executive Session [if needed]
 - a) Finances
 - b) Employees
 - c) Legal
8. Future Agenda Items
9. Adjourn

(Executive Sessions as per Robert's Rules of Order can be called at any appropriate time.)