

To: channelAustin Board of Directors
From: Stefan Wray, General Manager and Linda Litowsky, Executive Director
Date: August 31, 2015
Re: Monthly Report to the Board with July 2015 Data & Information

channelAustin learned on June 10, 2015 that the City of Austin decided not to renew channelAustin's management contract and that the contract would expire on September 30. Throughout July channelAustin continued to operate business as usual for existing mediaArtists.

During a meeting with of our TARA contract manager, a decision was made to not take on any new mediaArtists due to the lack of information about how the Austin Film Society would manage public access starting October 1. The concern was that channelAustin's way of operating would differ from how the Austin Film Society will operate public access. It was thought that after June 10 it would be unfair to bring in new people, explain to them channelAustin's specific process in the Intro class, and take their \$120 annual fee, while there is a potential and likelihood that the business model under AFS would change. Any existing mediaArtist whose membership was set to expire during the period between June 10 and September 30 was renewed at no cost through September 30. Similarly, channelAustin's specific classes such as TV101 and mA:field were suspended. All efforts have been made to accommodate and assist any mediaArtists with questions or issues. channelAustin has received effectively no complaints about this transitional period either from mediaArtists or people inquiring about joining. Those who have inquired about joining – either through email or in-person -- have been very understanding when informed that channelAustin's contract will expire soon and that they would need to wait until AFS takes over management October 1.

City staff provided a tour for the Austin Film Society and 3 consultants.

Activity report through July 31, 2015

Intro

	Jan	Feb	Mar	Apr	May	June	July
# Attending Intro	18	33	9	16	14	4	0

mediaArtists

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

Note: All those who were set to expire in July were renewed through Sept 30 at no cost.

Courses

	Jan	Feb	Mar	Apr	May	June	July
# Classes offered	8	8	9	7	8	6	4
# Classes held		8	8	8	5	7	2
# Attendees	28	32	45	19	28	10	3

channelAustin held a class on Adobe Premiere.

Programming Report for July 2015

Doug Gray, Programming Director

There were 161 files submitted in July 2015. 131 of those files were local content and 30 of them were out of area. We currently have 50 Series and 12 of those are live from the two studios. The Spring 2015 Season was scheduled to end on June 30, but channelAustin extended it through September. However, a few mediaArtists with live shows chose not to continue into July. Charles Wright, equipment staff person, assisted greatly with programming duties in July.

Technology Report for July 2015

Brian Blake, IT Director

IT issues x 1 critical

- Monitor web security trends & inform staff.
- Streaming service down, stability issues, multiple channels. Resolved.
- cA closeout IT duties: consolidating data, rebuilding RAIDS, testing solutions

Equipment issues

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

Other issues

- Lighting for 02 Media events.
- Manage & advise misc. mediaArtists.
- Assist programming with DL of DemNOW! Including transcode & routing.
- Monitor AT&T U-Verse PEG signals.
- IT info to interns.
- Inventory verification.
- Host FCPX Special Interest Group at the studio.

78702 media Report for July 2015

Linda Litowsky, Executive Producer

- 78702 media continued production for the Texas Statewide Independent Living Council's video that demonstrates the work TxSILC did on the TxDOT grant. These last 3 shoots included finishing all staff interviews, a Town Hall Meeting in Killeen, Texas and illustrative footage of staff working on various aspects of planning, organizing and implementing aspects of the grant.

Lopez, Litowsky, Urbanowsky and Gray also began the edit for TxSILC, including 3D animation, animated titles and maps, and an in-depth script to be used for closed captioning once complete.

- 78702 media also produced 4 Retiring Well shows.

- Litowsky met with the Shades of Gray organizers to discuss the possibility of a documentary about the history of solar power in Texas.

iYouth Media Institute Report for July 2015
Linda Litowsky, Executive Director

The Advanced Filmmakers Camp was cancelled.

Gisser, Litowsky and Urbanowsky completed the Cultural Arts Grant final report for the Austin Youth Film Festival and Filmmakers Boot Camp, submitted it and had it approved. iYouth is still waiting to hear if the 2016 grant will be awarded.

In-Depth Tours that include the magic of chroma-key, Claymation stop motion animation and a look at storytelling were conducted for the following:

- Extend-A-Care brought close to 100 elementary school children for 2 tours
- Primrose began their summer tour season with 2 tours for 75 pre-schoolers
- MacBeth Community Center brought 8 disabled teens for a hands-on tour



BOARD MEETING AGENDA

Draft

Monday, August 31, 2015, 6:00 PM

channelAustin Conference Room

1143 Northwestern Avenue | Austin | 78702

1. Call To Order 6:00 PM
2. Review & Approve Agenda
3. Public Comments
4. Approve July 2015 Board Meeting Minutes
5. Financial Report Through July 31, 2015: Aysa Gisser
6. Review COA Contract Closeout Package
7. ED & GM report: Litowsky & Wray
8. Discuss future of nonprofit
9. Executive Session [if needed]
 - a) Finances
 - b) Employees
 - c) Legal
10. Future Agenda Items & Set September Meeting Date
11. Adjourn

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

channelAustin Board Meeting Minutes

Wednesday, July 29, 2015

Meeting held by phone

Board Present: Alvarado, Boyden, Coleman & Mays

Staff Present: Gisser & Litowsky

Guests: None

1. Call to Order: Meeting called to order by Alvarado at 6:05 PM.
2. Review & Approve Agenda: Moved: Boyden, Seconded: Coleman. Approved.
3. No Public Comments.
4. Approve June 22, 2015 Board Meeting Minutes: Boyden moves to approve. Coleman seconds. No discussion. No opposition. Unanimous.
5. Financial Report through June 2015: Gisser presented budget to actuals up through June 30, 2015. Beginning with Income, COA has paid the Utilities and we're at 75% at income. We will make 100% of our budget. Production revenue well ahead of schedule @132% for the year. iYouth: the final report for the Cultural Arts grant was turned in and in less than 1 week, it was accepted with no changes, the final 10% should be sent soon. Total income is at 82%. Expenses are as anticipated. 75% through the year and at 75% expenses. This is good now that all front-loaded expenses are seen and we're still at 75%. Gisser asked if there were any questions on the financials. None from Coleman, Alvarado appreciates the addition of the vacation expense. Discussion about unemployment projection. Boyden would like to understand what that is.
6. Litowsky discussed the mediaArtist membership increase and uptick in numbers, along with iYouth. Discussion then centered on the transition and what is being said in the community.
7. Executive Session not needed.
8. Future Agenda Items: Noted that the Board will continue to meet as needed and that August's agenda reflect the issues discussed at the July meeting, as well as the addition of the agenda item to discuss the non-profit's future beyond the City of Austin Contract.
9. Adjourn: Coleman moved, Mays seconded. No opposition. Adjourned at 6:41 PM.

Next Board meeting set as needed, once transition plan or additional information is given.

Mark Coleman 8.31.2015