

## **Colorado Channel Authority Board**

### **April Meeting Agenda**

Friday, May 11, 1pm-2pm / Senate 352

Conference Dial-in Number: (641) 715-3276

Host Access Code: 819283\*

Participant Access Code: 819283#

#### **1. Call to Order and Attendance**

- a. Present
  - i.
- b. Not Present
  - i.
- c. Other Individuals Present
  - i.

#### **2. Review & Approval of Meeting Minutes**

- a. April 2018 [Meeting Minutes](#)

#### **3. Treasurer's Report (As of 4/30/18)**

- a. Reserve Account: \$14,378.89 (holding steady from previous month)
- b. Income Statement: [P&L Report](#)
- c. Check Signing: On 5/1, OMF billed GA on behalf of CCAB
  - i. Q4 2017-2018 (\$59,540.00)
  - ii. OMF billing CCAB same amount (Check #1034 to sign for \$59,540.00)

#### **4. Committee Coverage Update**

- a. Follow up on response to [letter to Exec Cmte](#)
- b. Hardware side being explored by Zack Wimberly and Brandon Stiller
- c. Software side requires meeting between Manish Jani & Brian Hiatt to explore replicating workflows and integration with Granicus and "clicks"

#### **5. 2018/19 Annual Budget & Contract**

- a. 2018/19 Proposed Budget (See Below)
- b. [2018/19 Budget Resolution](#)
- c. [2018/19 Notice of Budget Hearing](#)
- d. [2018/19 Draft Contract](#)

#### **6. Next Meeting Time/Date**

- a. Friday, June 8th, 1pm-2pm
- b. Suggested schedule for remainder of the year: skip July and August, meet in September, skip Oct and Nov, and resume monthly meetings in December

#### **7. Previous Meeting Action Items**

- a. ✓ Tony to get Zack a detailed budget for lived closed captioning
- b. Senator Fenberg and Tony to talk to Rep. Van Winkle and other interested board members re: Committee Room Coverage
- c. Manish and Brian to discuss software integration necessary for committee room coverage

- d. ✓ Tony to send Todd Barnes information on cost for all tiers
- e. ✓ Brandon to Ask Effie to reserve meeting room for May 11, 1-2

**8. Upcoming Action Items**

<b><u>Colorado Channel Authority Board 2018-2019 Budget</u></b>		
<b><u>Revenue</u></b>		<b>FY 2018/19 Budget</b>
	Unrestricted	
	- From General Assembly	\$258,163
	- From Marketing/Fundraising Activities	\$5,000
	- Interest and Other	0
	<b>Revenue Total</b>	<b>263,163</b>
<b><u>Expenses</u></b>		
	Personnel	184,804
	Open.Media SaaS Annual Service	10,000
	Comcast Internet Service, TV & IP	1,980
	Supplies	800
	Web Development & Maintenance	9,000
	Conference Membership & Travel	1,700
	Interstitial & Channel Productions	24,000
	Fundraising & Grantwriting	5,000
	Apptek CC Subscription	9,000
	Accounting/Audit	--
	Education Programs	--
	Marketing/Education (Website Re-design)	15,000
	<b>OMF Contract Subtotal</b>	<b>261,284</b>
	<b>Budget Surplus (Deficit)</b>	<b>1,879</b>
	Incidentals (Bank Fees)	
	Reserves	24,351
	<b>CCA Subtotal</b>	<b>24,351</b>
	<b>Budget Total</b>	<b>\$263,163</b>

