

**Colorado Channel Authority Board**

**March Meeting Minutes**

*Friday, March 24th, 2017, 12pm-1pm*

*SCR 357*

**1. Call to Order and Attendance**

- a. Meeting called to order by Sen. Todd
- b. Present
  - i. Sen. Nancy Todd
  - ii. Rep. Kevin Van Winkle
  - iii. Rep. Jonathan Singer
  - iv. Sen. Jim Smallwood
  - v. Todd Barnes
  - vi. Renny Fagan
- c. Not Present
  - i. Christopher Ryan (excused)
  - ii. Tim Ryan (excused)
- d. Other Individuals Present
  - i. Mike Nelson, Comcast NBC Universal
  - ii. Kelly Williams, History Colorado
  - iii. Sen. Linda Newell
  - iv. Tony Shawcross
  - v. Brandon Stiller
  - vi. Joe Owens
  - vii. Ben Boone
  - viii. Ed Krisor
  - ix. Zach Wimberly
  - x. Efee Ameen
  - xi. Jennifer Berman

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

- a. February 2017 [Meeting Minutes](#)
  - i. Rep. Jonathan Singer motioned to approve, Todd Barnes seconded. Minutes approved as submitted.

**3. Treasurer's Report: Ben Boone**

- a. Profit & Loss: [P&L Statement](#) (as of 3/21/17)
  - i. \$1000 profit for year (due to CO Housing Authority donation)
- b. Reserve Balance: \$14,378.89 (as of 3/21/17)
- c. Other Items: CCAB and GA all paid up through Quarter 3 of 2016-2017
  - i. Will be billing GA on behalf of CCAB next month for Q4 payment

**4. Discuss Appointments: Tony Shawcross**

- a. Sen. Steve Fenberg to replace Sen. Nancy Todd effective April 2017
- b. Scott Nachtrieb resigned from the CCAB
  - i. Sen. Todd asked for recommendations for replacement of Scott Nachtrieb

1. Tony Shawcross confirmed that the open position needs to be filled by Governor appointment
  2. Submit application on the Governor's [Boards & Commissions Page](#)
  3. Any recommendation should be sent to Joe Owens ([joe@openmediafoundation.org](mailto:joe@openmediafoundation.org)) for follow-up
- c. Board President
- i. To replace outgoing Sen. Nancy Todd
  - ii. Sen. Nancy Todd asked for nominations
  - iii. Rep. Jonathan Singer nominated Rep. Kevin Van Winkle as Board Chairperson
  - iv. Rep. Kevin Van Winkle accepted the nomination which was approved unanimously
  - v. Tony Shawcross will provide the paperwork required for new signatures on the bank account

## 5. Other Agenda Items

- a. Colorado Channel HD Channels - Guest: Mike Nelson, Comcast
  - i. Mike Nelson communicated that Comcast is willing to carry the channel on HD
  - ii. Mike Nelson further stated that ~25% of viewers would not have access to the channel because they do not have access to HD
  - iii. Mike Nelson committed to provide further details regarding that number to Tony Shawcross
  - iv. Mike Nelson encouraged the Board to look for ways to increase content and to increase viewership to justify HD investment
- b. History Colorado Partnership - Guest: Kelly Williams
  - i. Kelly Williams expressed excitement about a partnership with the Channel as a potential broadcast outlet for the rich content that History Colorado is creating
  - ii. Tony Shawcross confirmed that any state program content can be aired on the Channel, but any other content requires Board approval to air
  - iii. Rep. Kevin Van Winkle liked the concept of "an intern with a Go-Pro" or something similar to capture additional Capitol activities
  - iv. Sen. Nancy Todd suggested that new types of content may generate new sponsorship opportunities for the Channel
  - v. Tony Shawcross suggested a potential opportunity to pool the History Colorado budgets with the CCAB content creation budget to produce additional material
  - vi. Tony Shawcross to follow up with Kelly Williams to discuss partnership prior to budgeting discussions
- c. [Military Appreciation Video](#) - Brandon Stiller Presenting for review & approval to air
  - i. Brandon Stiller presented the video
  - ii. Todd Barnes requested a change to the video to include the names of speakers when they are speaking
  - iii. Stipulating that change, Rep. Kevin Van Winkle motioned to approve airing the video on the channel, Rep. Jonathan Singer seconded which was approved unanimously
- d. [Test 1 of Committee Room - LSB B](#)
  - i. Brandon Stiller showed the committee room test
  - ii. Brandon Stiller explained the 3 options being explored
    1. Direct wiring each room to the control room (higher upfront costs)
    2. Using a laptop in each room (higher manual labor costs)

- 3. Using existing Granicus infrastructure (would require upgrades)
  - iii. Brandon explained that the next step is to test the 3rd option
- e. Sen. Newell - "The Last Bill"
  - i. Sen. Linda Newell discussed the video and its goal: to teach from an insider's perspective the process and the people behind a bill
  - ii. Sen. Linda Newell shared plans for additional videos in the series, potential broadcast by RMPBS
  - iii. Board to vote on airing on the Channel at the April Board meeting

## 6. Next Meeting Date

- a. Friday April 28th, 12pm-1pm MT, Senate Committee Room 357

## 7. Previous Meeting Action Items

- a. Sen. Todd: Send video link for Sen. Newell's project to Joe Owens - COMPLETED
  - i. OMF (Joe Owens): Once received, send the link to the Board for them to review for next meeting and vote - COMPLETED
  - ii. At March meeting, Board to approve/deny posting of video into rotation on the Channel - INCOMPLETE DUE TO LACK OF QUORUM
- b. Sen. Todd: Send letter to History Colorado - COMPLETED
  - i. OMF (Joe Owens): Provide draft of letter to Sen. Todd - COMPLETED
- c. Sen. Todd: Send letter to Mike Nelson & Jeff Dolan inviting them to attend the March Board meeting - COMPLETED
  - i. OMF (Joe Owens): Check in with Sen. Todd mid-month to confirm whether she received a response and confirm with the Board before the next meeting whether Mr. Nelson & Mr. Dolan will be attending - COMPLETED
- d. OMF (Joe Owens): Send notice to Board members who have not attended for more than 3 meetings with a reminder and an inquiry into conflicts - COMPLETED
- e. OMF (Joe Owens): Ensure that Sen. Smallwood is fully informed of upcoming meeting schedules - COMPLETED
- f. House: Provide Brandon Stiller list of current House and Senate members who have served - COMPLETED
- g. OMF (Brandon Stiller): Present Military Recap piece at March meeting - COMPLETED

## 8. Upcoming Action Items

- a. All Members: Notify Joe Owens ([joe@openmediafoundation.org](mailto:joe@openmediafoundation.org)) if you have any recommendations for new Board members
- b. All Members: Review "The Last Bill" video prior to April meeting if not done so already. Be prepared to discuss a motion to approve airing on the Channel
- c. OMF (Joe Owens): Notify Romaine Pacheco to update the Boards & Commissions web page to include the CCAB as looking for applicants
- d. Ed Krisor: Collect and process the paperwork required to confirm Rep. Kevin Van Winkle as the new Board President. Connect with Board members for signatures as needed.
- e. OMF (Joe Owens): Follow-up with Mike Nelson regarding HD access statistics
- f. OMF (Tony Shawcross): Schedule meeting with Kelly Williams, History Colorado, to discuss partnership

## 9. Glossary

- a. CCAB = Colorado Channel Authority Board

- b. OMF = Open Media Foundation
- c. OMP = Open Media Project
- d. RMPBS = Rocky Mountain Public Broadcasting System