

# Colorado Channel Authority Board

## Meeting Minutes

November 15th, 2012 at 8:30a-9:30a

Location: Large conference room, 27<sup>th</sup> floor, World Trade Center

Conference Dial-in Number: [\(559\) 546-1000](tel:5595461000)

Host Access Code: 819283\*

Participant Access Code: 819283#

### 1. **Call to order and attendance**

#### Board Members

Sen. Steadman – **Phone (8:30-9:00)**

Sen. Brophy – **Not in attendance**

Rep. Holbert – **In Attendance**

Carol Haller – **Phone**

Rep. Todd – **Phone**

John Montgomery – **Not in attendance**

Ken Fellman – **Not in attendance**

Laura Hoepfner – **In Attendance**

Tim Ryan – **Not in Attendance**

2. Other individuals present: Ed Krisor, Chris Haugen, Tony Shawcross, Zack Wimberley

3. **Public comment period** - No public present, no comments.

*Per Ed's suggestion discussion moved to the Fundraising Position, and then the Fundraising Agreement.*

### 4. **Update on OMF Fundraising Proposal (Agreement)**

Tony commented that the CCAB had discussed the fundraising position proposal prior to, and during, the September 2012 CCAB meeting, and asked if there were any questions or comments. No one had any questions. Ed discussed the Fundraising Agreement, commented that there were a few minor changes to the documents that had been previously sent out - the main change was adding OMF's address, all the rest were minor. Ed commented that what he's done is basically followed the proposal and incorporated it into the agreement. It's for one year, and can be canceled at any time. Ed said that the "meat" of the agreement is in Paragraph 6 on Page 2, and incorporates OMF's proposal except for the additions of 6. (m) To Promptly notify about conflict from legislators. Ed then discussed the methods to be used, mentioned the criteria of promptly depositing funds from Fundraising efforts, then the compensation piece (\$10K). Ed then went on to Paragraph 11, which states the board will meet to discuss possible pending issues, and Paragraph 12, concerning staff informing OMF of possible conflicts, then indemnification - Ed then stated, that's pretty much it. Ed mentioned he had been able to locate

agreements in CA and that their statutes are far more strict than CO, and he used the CA agreements as a guideline for crafting this agreement. He then opened it up for any questions – Carol Haller asked who CCA staff is? Ed said it would basically be Bart, but in a general sense it includes Bart, Ed, and Zack. Ed said he would like a provision in there, per an earlier discussion, that if one of the staff knew something that could impact the fundraising activities, they should inform OMF. Tony noted that this doesn't change the amount of money OMF is going to be paid – it's just a readjustment of funds. Tony said OMF had reviewed the agreement and think it's very well crafted, and very comprehensive in terms of opinions and concerns expressed over the last few months. Ed mentioned it does include the global CO constitution, and that OMF won't operate contrary to any Advisory Opinion, whether it exists now or will exist in the future. Sen. Steadman moved to approved, seconded by Rep. Holbert, all voted aye. **APPROVED.**

#### **5. Approve Job Description for PT Fundraising Position**

Laura Hoepfner asked if approving the position is included in approving the agreement – Ed Krisor said that by approving the agreement we've implicitly approved the position.

#### **6. Other agenda items?**

- a. **Approve Chris Haugen as Secretary of the CCAB:** Tony suggested that we move to approve Chris as Secretary – Rep. Holbert moved to approve Chris as Secretary, Sen. Steadman seconded. Tony asked all in favor, all ayes, no opposed. **Chris Haugen was APPROVED as Secretary of the CCAB.**

#### **7. Review & approval of September 2012 meeting minutes**

Tony recommended that before Sen. Steadman leaves we approve the CCAB September Minutes – Rep. Holbert moved to approve, Laura Hoepfner and Carol Haller seconded. Tony asked all in favor, all ayes, no opposed. **September 2012 MINUTES approved.**

8. **Next Meeting Date:** Tony asked about next meeting. Sen. Steadman said after the session starts, Rep. Holbert suggested noon-ish Friday 18<sup>th</sup> or 25<sup>th</sup>, Laura Hoepfner asked if we were moving to Fridays – answer was yes. Tony suggested Jan. 25<sup>th</sup> at noon – Chris will secure the room (through Sen. Steadman). Sen. Steadman left the call.

Rep. Holbert moved to adjourn, Laura Hoepfner seconded. **November CCAB meeting adjourned.**

**Proposed agenda items:** None added.

#### **Action Items:**

1. **CHRIS HAUGEN:** Chris to schedule Additional Content Subcommittee.
2. **CHRIS HAUGEN:** OMF to schedule a Fundraising Subcommittee meeting, to give an update on the process and plan.
3. **CHRIS HAUGEN:** Chris to contact Lynne about new CCAB Member Orientation.

4. **CHRIS HAUGEN:** Chris to draft an email blast to all legislators, letting them know the alternating live schedule, and other information pertinent to the Colorado Channel, what we broadcast, that the cameras are live when the Senate and House are in session, and other general information.
5. **ED KRISOR:** Ed to look into the bylaws pertaining to appointments to the CCAB.