

Colorado Channel Authority Board

Meeting Minutes

January 21, 2011 at 12pm
State Capitol, House Committee Room 0107

1. Call to order and attendance

Board Members

Sen. Steadman- Present
Sen. Cadman - Absent
Rep. Benefield - Present
Rep. Nikkel – Present, announced that she would need to leave mtg at 12:20p
Luisa Collins - Excused
Carol Haller - Present
John Montgomery – Excused
Ken Fellman – Absent
Laura Hoepfner – Present

Other individuals present: Tony Shawcross, John Montgomery (CO Channel staff), Deb Lastowka, Lynne Sprague, Bart Miller, Scott, Nachtrieb, Ed Krisor

2. Public comment period

No public comments offered.

3. Review & approval of September 20th, 2010 and December 13, 2010 meeting minutes

-Sen. Steadman moved for the approval of the December 13, 2010 minutes, motion seconded, approved unanimously.

4. Creation of Finance Committee and appointment of new Board Treasurer

- Board moved and approved the election of Lynne Sprague as the new Secretary, replacing Laura Graves.

-Tony Shawcross presented an argument for the election of a new Treasurer and the creation of a Finance Committee. Carol Haller offered to step into Treasurer role. Her offer unanimously accepted by the Board.

-Carol stated she would revisit the issue of the creation of a Finance Committee at the February 2011 meeting.

-Rep. Nikkel moved that Carol Haller be added to the CCAB checking account, motion seconded, unanimously approved.

5. Procedure to replace/repair/update production equipment

-Scott Nachtrieb discussed the need to identify a process re: who will pay for necessary equipment replacement/repairs. Rep. Benefield suggested that a smaller group meet to identify this process and present back to the full board, with Scott Nachtrieb coordinating this meeting. Meeting will include Rep. Benefield, Scott Nachtrieb, Tony Shawcross, Sen. Steadman, Marilyn Eddins, Cindi Markwell, Ed Krisor, Bart Miller, and Deb Lastowka.

6. RESOLUTION NO. 11-1 (Designation of Public Place for Posting of Meeting Notices)

Ed Krisor provided an overview of Resolution No. 11-1.

Senator Steadman moved for approval of Resolution No. 11-1, Rep. Nikkel seconded, Resolution passed unanimously.

7. Next steps in the creation of an RFP process

Scott Nachtrieb presented his ideas for a rough timeline for next steps in RFP process, outlined below:

February and March-Board develops and finalizes RFP process/language
April 1st-RFP made public
May 1-RFP deadline
June- RFP awarded

Tony Shawcross presented, reviewing and explaining his revisions to the following three documents (distributed to all members present):

- 1) Colorado Channel Mission Statement
- 2) Guiding Principles & Core Values
- 3) Fundraising Plan

Carol Haller suggested the Board take some time to review these documents prepared by Tony and revisit in February.

Carol Haller raised the issue of our role as a repository for the meeting archives, and the need for more specific language on this issue in our Mission Statement.

Carol Haller expressed a concern about around what happens if we open up the channel to other state agencies; i.e. How do we determine airtime, ensure that everyone is contributing equally.

Rep. Benefield suggested the Board meet at the end of February to continue the process, using Tony's presentation from today as a guide/template, with Laura Hoepfner working with Scott and Tony in making revisions based on the Board's feedback/guidance.

8. Other Items – Anything to Add

9. Next Meeting Date

a. Proposed agenda items: February meeting will be the Annual Meeting, at which time Board will review bylaws, elect officers, review officer terms, officer election schedule

Next steps for RFP, date: Friday afternoon