

## **Colorado Channel Authority Board - March 2014 Meeting Minutes**

*Friday, March 21st, 2014, 12pm-1pm*

*Location: Colorado State Capitol, Senate Cmte Rm 352*

Conference Dial-in Number: (559) 546-1000

Host Access Code: 819283\*

Participant Access Code: 819283#

- 1. Call to order and attendance:** Sen. Todd called the meeting to order and attendance was taken.

Rep. Chris Holbert - **Present**

Rep. Jonathan Singer - **Present**

Renny Fagan - **Present**

Ken Fellman - **Present**

Sen. Nancy Todd - **Present**

Carol Haller - **Present**

Tim Ryan - **Present**

Sen. Greg Brophy - **Excused**

John Montgomery - **Excused**

- 2. Other Individuals Present:** Chris Haugen, John Aden, Sarah Shirazi, Cindi Markwell, Zack Wimberly, Ed Krisor
- 3. Public Comment Period:** None present
- 4. Review & Approval of Feb 2014 Meeting Minutes** - Carol Haller moved to approve, Rep. Chris Holbert seconded. All ayes, **CCAB February minutes approved.**
- 5. Fundraising Update** - John Aden gave a Fundraising update. He stated that the biggest item is the Colorado Collaboration Award, for which the deadline was last week - this deadline was met and the application was submitted. The emphasis for this award is collaboration between a nonprofit and another entity, and the angle taken was the collaboration between Open Media Foundation (OMF) and the CCAB. The award amount is \$10,000. John explained he stated in the application that the money would be used for additional content for the Colorado Channel. The next application will be to the Brett Family Foundation, and the rest of the work to be done is follow up and continuing of research and completing applications for other funding. Rep. Holbert asked how John is communicating the CCAB's application for 501(c)(3) status. John replied that he is telling grant funders that the CCAB is in the process of obtaining that recognition. Some, like Brett, don't have an issue with the CCAB not yet having the status, as long as the CCAB is in the application process, which it is.
- 6. 501(c)(3) Update - Ed and/or Bart** - Ed Krisor said all he needs is a check to the IRS from the CCAB to continue the process of applying for 501(c)(3) status. He mentioned that the good news is, that once he files, that date can be used as a 501(c)(3) status start date - as opposed to the date that the application is approved. Ken Fellman asked if Ed had gotten any additional info, Ed said no, this is just the process continuing. Rep. Holbert asked if Ed needed anything additional, Ed said no. Ken Fellman asked if Ed

knew how long it would take to get something saying the CCAB was formally approved. Ed said the last one he completed took almost a year. Ed also stated that he has a contact at the IRS and he will follow up with that individual once he's submitted the application. Ed said the good news is the CCAB is clearly a governmental entity, but at the same time the CCAB a unique organization/entity.

#### **7. Additional Content Update**

a. Update on what's being worked on now: Chris Haugen (OMF) gave a brief update of the projects currently in progress.

b. Brief review of existing content on colorochannel.net: Chris Haugen (OMF) gave a brief update of the existing Additional Content, which is available at <http://www.coloradochannel.net/additional-video-content>, as well as televised on Comcast Ch. 165.

c. Renny Fagan asked if there were analytics of viewership of the Additional Content. Chris Haugen said that there is and OMF would be able to provide information on that. Renny also asked about analytics on click throughs on coloradochannel.net. **Chris Haugen to have OMF get this information and share this with the CCAB.** Sen. Todd asked if there were any questions. Carol Haller commented that she had spoken to a woman involved with getting a Colorado State Cactus and had shown her the Colorado State Amphibian: Western Tiger Salamander piece that OMF had done for the Colorado Channel. Sen. Todd suggested that it would be good to give something to legislators, directing them to the Additional Content section of the Colorado Channel website and encouraging them to share that with their constituents. Sen. Todd asked for a summary PDF to give to each legislator, and suggested that Rep. Holbert and Rep. Singer could go to the well and encourage House Representatives to share this information with their constituents, and that she will do the same in the Senate. **OMF to provide a summary of where to find the Additional Content online, encouraging legislators to share these links with their constituents - as well as info on how legislators can link directly to coloradochannel.net.** Sen. Todd asked if there any other questions or comments - there were not.

#### **8. Equipment replacement:**

a. Letter to Comcast requesting an HD channel for the Colorado Channel was sent by Sen Todd. The letter went to Mike Nelson, and Jeff Dolan and Sen. Todd has sent a follow up email, but has not received a reply.

b. Specific Equipment plan to be developed after Tony Shawcross attends NAB (April).

#### **9. Need to update Bank Signatures:**

a. Current Check Signors to sign most recent check (John Montgomery & Carol Haller): **Done.**

b. (Adding Sen Nancy Todd (Chair), Sarah Shirazi and Ken Fellman, Removing Pat Steadman, John Montgomery and Jeff Villano): **Done.**

#### **10. Other Agenda Items:**

a. Sen. Todd said that Sen. Greg Brophy's replacement was currently being sought, and she would inform the CCAB when there was more

information regarding that.

b. Rep. Singer reported a follow up on a conversation at the last CCAB meeting regarding the questions on editing the content of the House/Senate broadcasts. Rep. Holbert said he and Rep. Singer had spoken with their respective caucuses and reminded Representatives that when they are on the floor, all activities might be televised.

c. Sen. Todd asked about what the broadcast policy was when there is a Senatorial Five or recess. Cindi Markwell responded that the cameras stay live, microphones are off, and music is brought up. Chris Haugen added that this is the same procedure on the House side, unless there is a break until a specified time. If there is, the cameras will go to a shot of the flags in the House or a shot of the chandelier in the Senate, or if the break is for a longer period, broadcast will stop and a new session will be created.

**11. Next meeting date:**

a. Sen. Todd suggested April 18th. This is Good Friday, so the House and Senate will not be meeting. Sen. Todd suggested April 25th. All members present agreed - **April 25th, 12noon-1pm as next meeting date/time approved.**

b. Sen. Todd asked if there were any other items. and that she would follow up with Comcast regarding the HD channel upgrade.

c. Rep. Holbert moved to adjourn. No objection, **CCAB March meeting adjourned.**

**12. Previous Meeting Action Items:**

**13. Upcoming Action Items:**

a. **OMF: Chris Haugen to have OMF get analytics information - on Additional Content viewership, as well as click throughs on coloradochannel.net - and share this with the CCAB.**

b. **OMF: To provide a summary of where to find the Additional Content online, encouraging legislators to share these links with their constituents - as well as info on how legislators can link directly to coloradochannel.net.**