

Colorado Channel Authority Board - November 2013 Meeting Minutes

Friday, November 8th, 2013, 12pm-1pm

Location: World Trade Center - 27th Floor Conference Room, 1625 Broadway, Denver, CO 80202

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

Host Access Code: 819283*

Participant Access Code: 819283#

1. Call to order and attendance

Board Members:

Sen. Greg Brophy - **Excused**

Renny Fagan - **Excused**

Ken Fellman - **Present (phone)**

Carol Haller - **Present**

Rep. Chris Holbert - **Present**

John Montgomery - **Excused**

Tim Ryan - **Present (phone)**

Rep. Jonathan Singer - **Present (phone)**

Sen. Nancy Todd - **Present (phone)**

- 2. Other Individuals Present:** Ed Krisor, Chris Haugen, Tony Shawcross, John Aden, Jeff Villano, Cindi Markwell (phone), Bart Miller
- 3. Public Comment Period:** Sen. Todd convened meeting and asked if there were any public comments - no members of the public present.
- 4. Review & Approval of July 2013 Meeting Minutes** - Sen. Todd asked if there were any questions, or objections, to approving the July 2013 CCAB Minutes - there were none. Rep. Holbert moved to approve. Carol Haller seconded. Ken Fellman abstained. **July 2013 CCAB Minutes approved - all ayes.**
- 5. Fundraising Update** - Sen. Todd asked for the Fundraising Update. John Aden mentioned the Daniels Fund and the question of distributing the videos to students - the question of how best to distribute Additional Content to students will be followed up with Stephanie Hartman (Colorado Dept. of Education). Funding request from CCAB was declined by the Daniels Fund - reason was not a match for their funding priorities. Rutt Bridges - John Aden said he could not find any information on them and also reported the CCAB was not a match for Xcel, per Xcel. Wells Fargo - John asked for contacts from the CCAB - as well as contacts at AT&T Colorado. For the past 2 months he's been looking at leads from the top 250 companies identified by Denver Business Journal, and has contacted 40, and has had some good initial contact. Sen. Todd asked if in talking to 40 companies, if there were specific dollar amount limits or education criteria. John Aden said the amount didn't seem to be a problem (i.e. full amount for the Additional content for the year). John reported that the main part of the conversation/most important aspect was the request in line with the organizations funding priorities. Tim Ryan asked if we could restate amount, and what it's for. John Aden responded that it's specifically for the Additional Content videos, with the intent being to increase civic participation and

education. Funding amount is \$26,000, for the budgeted amount the CCAB has allocated for 2013/14 Additional Content. Tim Ryan asked about Gannett. John Aden said that the CCAB's lack of 501(c)(3) status was an issue. Sen. Todd asked if John Aden could list companies applied to/contacted. **Chris Haugen to send the Fundraising Update to the CCAB.** Sen. Todd asked about deadlines - John Aden said we're working on the schedule/timelines as specified by the organizations funds are being requested from, but it seems like now is a good time, because many organizations are determining budgets for the next fiscal year. Rep. Singer asked if it would make sense to have a legislator from the board present during any of these conversations. Sen. Todd's response to Rep. Singer was that elected officials can't be seen as soliciting funds. Rep. Holbert mentioned it's an Amendment 41 issue. Chris Haugen brought up Anti-discrimination policy (which will accompany grant requests since many organizations - and the Colorado Common Grant application specifically, request or require). Ed Krisor said the CCAB would need a resolution to adopt this policy (which Ed Krisor had drafted). Sen. Todd moved to approve the policy, Ken Fellman seconded. Sen. Todd asked if there was any opposition or objections. There were none. CCAB will adopt the Anti-discrimination policy. Fundraising update concluded.

6. **501(c)(3) Update** - Ed Krisor explained where he was in the process of applying for 501(c)(3) status for the CCAB and asked if there were any questions. As far as the application goes, Ed reported that he is halfway through the process and he hopes to email the completed application to the Board in the next 30 days. He also mentioned that having applied for 501(c)(3) status should suffice for grant applications. Rep. Holbert asked what the CCAB currently is. Ed Krisor replied a quasi-governmental body corporate, basically a tax exempt governmental entity. Ed mentioned that some organizations who the CCAB is requesting funds from get hung up on the 501(c)(3) status, or lack thereof. Carol Haller said there are other benefits to 501(c)(3) status, specifically for the CCAB, having a mission to promote the education of Colorado constituents on state government operations, which doesn't usually accompany a tax-exempt governmental entity. Rep. Holbert mentioned that being a 501(c)(3) means the CCAB wouldn't be a political advocacy organization.
7. **Additional Content** - Chris Haugen gave an update on the 2013/14 Additional Content plan, which is in progress. The Senate, per Cindi Markwell, have declined to participate in Weekly Wrap Ups. Chris Haugen said the money allocated for the Weekly Wrap Ups could be re-allocated, or the CCAB could pursue having just the House participate. Rep. Holbert suggested that that money be allocated to other Additional Content. Rep. Holbert suggested that the additional content meet and re-allocate the money and report back. **OMF to email the Additional Content Subcommittee to meet prior to the 2014 session.** Chris gave update on the remainder of the Additional Content. Tony Shawcross gave an update on the Transparency Online Project video, which is progressing, but may take some time to complete per contacts at the Transparency Online Project.
8. **Equipment replacement** - An update on moving the Colorado Channel to HD. Chris Haugen said OMF will build a custom list of equipment. Sen. Todd asked if anyone on

the board had heard from the Executive committee - no one had. Sen. Todd said with recent changes in the Senate, it may have slipped through. She wasn't sure what has happened in the House. Sen. Todd suggested resubmitting the letter as a hard copy may be more effective. Rep. Holbert asked if the CCAB wanted to get the letter delivered before JBC sets numbers. Rep. Holbert asked if Sen. Todd would like him to contact Rep. Ferrandino or Rep. Delgrosso. Sen. Todd asked if Rep. Holbert and she should meet with them - answer was yes. Tony Shawcross mentioned that per Sen. Steadman, this is request should be specifically to the Executive Committee, and not the JBC. The next Executive Committee meeting is Nov. 19, 9-11am in Senate Committee Room 356. Cindi Markwell suggested to Sen. Todd that she contact Sen. Guzman and Sen. Carroll. Rep. Holbert asked if Cindi could put the CCAB on that agenda for the coming meeting. Cindi said she could not, but Mike Mauer could and Cindi will call Mike and have him call Sen. Todd. Rep. Holbert asked for the meeting date again and said he could also be there. Sen. Todd asked that before the coming meeting the letter be drafted. Rep. Holbert asked if they needed to include a list of equipment. Tony Shawcross suggested that OMF could also be there. Sen. Todd asked if OMF could do the presentation and asked Cindi if that would be ok. **OMF will present the request at the coming Executive Committee meeting, with supporting documents.** Carol Haller suggested the spreadsheet with the list of equipment and it's life expectancy accompany the request for funds.

9. Other Agenda Items:

- a. Chris Haugen brought up Renny Fagan and the issue of his ability to attend CCAB meetings, specifically the conflict between the CCAB schedule and his existing board meeting commitments. Ken Fellman said that moving the date of CCAB meetings from the second Friday of the month to another Friday doesn't seem like it would be a problem. Sen. Todd suggested Jan. 17th, 2014 (third Friday), and after that, move forward with the CCAB meeting on the third Friday of the month. Sen. Todd asked if there was any objection. There was none. CCAB meetings will be the third Friday of the month.
- b. Chris Haugen asked if the CCAB would like the Fundraising Subcommittee to begin meeting with John Aden to assist in his efforts. It was suggested that Renny Fagan be appointed to the Fundraising Subcommittee, as well as John Aden. This was agreed on. **OMF to email the members of the Fundraising Subcommittee before the end of the year.** Sen. Todd asked for an update at the January 17th CCAB meeting.
- c. Chris Haugen informed the CCAB that he is moving from a staff position to contract work with OMF, and OMF suggests Jeff Villano take over as Secretary of the CCAB. Rep. Holbert moved that Jeff Villano act as Secretary of the CCAB. Carol Haller seconded. Sen. Todd asked if there was any objection. There were none. **Jeff Villano appointed as Secretary of the CCAB.**
- d. Sen. Todd to reserve a boardroom at the Capitol for the January 17, 2014 meeting - preferably one with a phone with speakerphone.
- e. Rep. Holbert moved to adjourn, Carol Haller seconded. Sen. Todd adjourned the

meeting.

10. Next meeting date: Friday, January 17th , 2014, 12noon-1pm

11. Action Items:

- a. **Chris Haugen to send the Fundraising Update to the CCAB.**
- b. **OMF to email the Additional Content Subcommittee to meet prior to the 2014 session.**
- c. **OMF will present the HD Equipment request at the coming Executive Committee meeting, with supporting documents.**
- d. **OMF to email the members of the Fundraising Subcommittee to schedule a meeting before the end of the year.**