

August 8, 2007

MINUTES OF A REGULAR MEETING OF THE TORRANCE CABLE TELEVISION ADVISORY BOARD.

1. CALL MEETING TO ORDER:

The Torrance Cable Television Advisory Board convened in a regular meeting on Wednesday, August 8, 2007, at 7:06 p.m. in the Torrance Community Television Classroom located in the Stanley E. Remelmeyer Telecommunications Center.

2. ROLL CALL:

Present: Commissioners: Carlson, Korman, Perkins, and Chair Nishinaga

Also Present: Cindy Hibbard, Clerk Typist
Mark J. Doddy, Community Television Coordinator
Michael D. Smith, Cable & Community Relations Manager

Excused: Leone and Sunshine

Absent: Rivera

3. FLAG SALUTE:

Commissioner Perkins led the salute to the flag.

4. MOTION TO ACCEPT AND FILE REPORT ON POSTING OF AGENDA:

MOTION: *Commissioner Carlson moved to accept and file the report of the City Clerk on posting of the agenda for this meeting. This motion seconded by Commissioner, Perkins carried with an aye vote.*

5. ANNOUNCEMENT OF WITHDRAWN OR DEFERRED ITEMS

Minutes of July 11, 2007 held until next month.

6. APPROVAL OF MINUTES

A) July 11, 2007 – Held until September 12, 2007

7. SCHEDULED BUSINESS:

A) Community Matters – NONE

B) Committee Reports

1) **Producer Incentive Committee**

July 13 the Producer Get Together featured "Sound Foley". Audio expert, Don Fefie visited with about six guests including Coordinator Mark J. Doddy. The exercise started with Don Fefie handing out a 14 page lesson plan that detailed the birth of Foley work and a definition of what is Foley. Named after Jack Donovan Foley (1891-1967), he pioneered the art of adding sound effects to movie soundtracks. Examples are replacing or adding footsteps, punches/kicks, gun shots, glasses being put down on tables, and all other elements seen on the screen, but are not clear enough to distinguish. These sounds are considered background (i.e. items other than the primary music or dialogue).

Usually during the annual "Audio Symposium", Producers and Users are given an informative lecture, this session Don tried something new by getting the participants involved in recreating a Foley sound track. Don pre-recorded a scene of him walking down the TCtv rear hall, knocking on a door, and then entering the door. As simple as these physical actions were, the guests spent two hours recreating the footsteps, door knocking, door opening and closing, and other sound effects used to replace Don's walking scene. Then the participants finished the day by working in on the Avid Non-Linear Editor which has audio mixing software, "Pro-Tools". Pro-Tools enabled them to sync up the audio they created to the images. This exercise created a professional sounding Foley sound track.

Once again, Don did an excellent job sharing his experience and expertise with the guests. To accommodate more guests, Don agreed to revive the Foley exercise in future Audio Symposiums.

The next Producer Get Together is August 10, featuring the annual summer BBQ and Potluck.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the Producer Incentive Committee Report for July 2007. This motion seconded by Commissioner Korman, motion carried with aye vote.*

2) **16th Annual TCtv Video Programming Awards Committee**

Manager Smith mentioned locating possible options for the pink car or Caddy for the shoot and ceremony.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the 16th Annual TCtv Video Programming Awards Committee Report for June 2007. This motion seconded by Commissioner Korman, motion carried with aye vote.*

C) **Report of the Community Television Center**

1) **June, 2007** - Coordinator Doddy discussed statistics for the month. He highlighted 14 new programs were completed with 18 programs bicycled. He

also noted studio usage was at 20%, field camera check-outs for the DV Field Camcorders were at 31%. Post-production was down over the previous year at 28% compared to 39%. 5 potential Users attended the New Users Orientation, 2 certified. 5 guests attended the monthly Producer Get-Together.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the Torrance Community Television Center Report for July 2007. This motion seconded by Commissioner Perkins, motion carried with aye vote.*

D) Report of Legislative and Cable Related Activities

After reporting a US\$16.3 million second-quarter loss last week, EarthLink said it was reassessing its municipal wireless business in search of more revenue.

Time Warner Cable reported mixed second-quarter results, with revenue and cash flow growth at about 9% -- in line with analysts' estimates -- but basic-subscriber losses greater than most analysts' expectations.

Verizon Communications chalked up a total of 515,000 FiOS TV customers by the end of the second quarter, after adding 167,000 net customers for the video service during the period.

Lawmakers and advocacy groups have become increasingly concerned that the government isn't doing enough to educate the approximately 20% of U.S. households — 1 million in Los Angeles alone — that receive only over-the-air TV. From Jan. 1, 2008, to March 31, 2009, all U.S. households will be eligible to request up to two coupons, worth \$40 each, to be used toward the purchase of as many as two digital-to-analog converter boxes. Under federal law, stations must turn off their analog signals Feb. 18, 2009.

Brief discussion followed.

MOTION: *Commissioner Carlson moved to accept the Report of Legislative and Cable Related Activities for June 2007. This motion seconded by Commissioner Leone, motion carried with aye vote.*

E) Old Business - NONE

F) New Business

1) A recommendation from the Cable & Community Relations Manager that the Chairperson appoint a new member to the Producer Incentive Committee.

APPOINTMENT: *Chairman Nishinaga appointed Commissioner Carlson.*

MOTION: *Commissioner Perkins moved to support the appointment, this motion, seconded by Commissioner Carlson, carried with an aye vote.*

2) A recommendation from the Cable & Community Relations Manager that the Chairperson appoint a new member to the Operating Policies and Procedure Committee.

APPOINTMENT: *Chairman Nishinaga appointed Commissioner Perkins.*

MOTION: *Commissioner Carlson moved to support the appointment, this motion, seconded by Commissioner Korman, carried with an aye vote.*

G) ADDENDUM MATTERS - NONE

8. ORAL COMMUNICATIONS:

- A) Coordinator Doddy reminded everyone that Friday beginning at 6:00 p.m. is the Back to TCtv annual BBQ and potluck.
- B) Secretary Hibbard wished everyone a happy Labor Day, on September 3rd.
- C) Manager Smith extended congratulations to Jin (CitiCABLE Supervising Producer/Writer) and David Chun on the birth of the first child, Isabelle Sue Meen Chun. Isabelle was born on Friday, July 27th at 10:41am at Little Company of Mary Hospital in Torrance. She weighed in at 8 lbs & 20.5 inches long. Mom and baby are back home and are doing great.
- D) Commissioner Carlson also wished everyone a happy Labor Day, on September 3rd.
- E) Commissioner Carlson mentioned he was looking forward to attending the BBQ this Friday.
- F) Commissioner Korman invited everyone to attend the Torrance Symphony Concert in the Park (Charles H. Wilson), August 26th at 1:30 p.m. She also thanked TCtv and volunteers for planning to record the concert.
- G) Commissioner Korman announced that her daughter, who is a Senior Producer on Extreme Home Make-over, has been nominated for an Emmy Award.
- H) Chair Nishinaga requested an excused absence for September 12, 2007 meeting due to conferences he's attending in Japan on Civil and Seismic Engineering.
- I) Chair Nishinaga discussed his upcoming Leadership in Energy and Environmental Design (LEED) accredited professional exam on sustainable "green" buildings design.

9. ADJOURNMENT:

Chairman Nishinaga adjourned the meeting of August 8, 2007 to reconvene on Wednesday, September 12, 2007 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager

Roll Call: Carlson Korman Perkins Sunshine Nishinaga