

June 8, 2016

**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, June 8, 2016, at 7:00 p.m. in the Multipurpose Room located in the Stanley E. Remelmeyer Telecommunications Center.

**2. ROLL CALL:**

**Present:** Commissioners De Rago, Feliz, Kellogg, Kosidlak, Mauk, Sanchez, and Chairwoman Brennan

**Also Present:** Cindy Hibbard, Secretary  
Don Fefie, TCtv Coordinator  
Michael D. Smith, Cable & Community Relations Manager

**Excused:** None

**Absent:** None

**3. FLAG SALUTE:**

The salute to the flag of the United States of America was led by Commissioner Sanchez.

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

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

**Roll Call Yea:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan

**Roll Call Nay:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan

**MOTION PASSED 7/0**

**5. ANNOUNCEMENT OF WITHDRAWN OR DEFERRED ITEMS - NONE**

**6. APPROVAL OF MINUTES**

**May 11, 2016**

**MOTION:** *Commissioner Feliz moved to approve the minutes of May 11, 2016 as amended, motion seconded by Commissioner Kosidlak.*

**Roll Call Yea:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**Roll Call Nay:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**Abstain:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**MOTION PASSED 6/0/1**

**7. SCHEDULED BUSINESS:**

**A) Community Matters – NONE**

**B) Committee Reports**

**1) Producer Incentive – May 25, 2016**

Report was provided by Committee members based on the minutes.

Brief discussion followed.

**MOTION:** *Commissioner Mauk moved to approve the minutes of May 25, 2016, motion seconded by Commissioner Sanchez.*

**Roll Call Yea:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**Roll Call Nay:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**MOTION PASSED 7/0**

**2) TCtv Awards and Open House – NONE**

**3) Operating Policies and Procedures – NONE**

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

**April, 2016** – Coordinator Fefie provided an overview of the facility usage: 10 original shows were produced and 04 shows were bicycled. There was 269 hours of post-production used. The HD studio showed a usage of 80 hours. There was 64 hours of HD field camera usage. With the introduction of the Audio and Music Recording Workshop, we now track the of post-production suite usage by video and audio hours. 14.6% of usage was for Video production with 85.4% percent usage for Audio. 03 Users enrolled in the HD Field & Post-Production Workshop, 02 graduated. 01 User enrolled and graduated from Pre-Production Workshop. Staff hosted provided Cub Scout Pack 215 a tour, 32 guests.

Brief discussion followed.

**MOTION:** *Commissioner Feliz moved to accept the Torrance Community Television Center Reports for May, 2016. This motion seconded by Commissioner Mauk.*

**Roll Call Yea:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**Roll Call Nay:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**MOTION PASSED 7/0**

## D) Report of Legislative and Cable Related Activities

Manager Smith summarized the following: Charter Communications has completed its purchase of Time Warner Cable and Bright House Networks, a mammoth merger that sweeps together 25 million customers in 41 states and reorders the landscape for high-speed Internet and pay-TV service.

Melinda White, Regional President for Frontier Communications stated they will provide credits to customers who experienced service disruptions following the firm's acquisition of cable television and telephone assets from Verizon, an executive said during a Long Beach City Council meeting.

ESPN and ESPN 2 lost just over 1.5 million subscribers from February through May of this year, according to Nielsen data, continuing an erosion trend of the multichannel universe's most powerful channel.

Brief discussion followed.

**MOTION:** *Commissioner Feliz moved to accept the Legislative and Cable Related Report for May, 2016. This motion seconded by Commissioner Mauk.*

<b>Roll Call Yea:</b>	De Rago <input checked="" type="checkbox"/>	Feliz <input checked="" type="checkbox"/>	Kellogg <input checked="" type="checkbox"/>	Kosidlak <input checked="" type="checkbox"/>	Mauk <input checked="" type="checkbox"/>	Sanchez <input checked="" type="checkbox"/>	Brennan <input checked="" type="checkbox"/>
<b>Roll Call Nay:</b>	De Rago <input type="checkbox"/>	Feliz <input type="checkbox"/>	Kellogg <input type="checkbox"/>	Kosidlak <input type="checkbox"/>	Mauk <input type="checkbox"/>	Sanchez <input type="checkbox"/>	Brennan <input type="checkbox"/>

**MOTION PASSED 7/0**

## D) Old Business

### 1) Recommendation of the Cable and Community Relations Manager that the Board consider approval of a Facebook page for Torrance Community Television.

The Committee recommended that the full Board reconsider the idea. The Commission discussed the concept of a Facebook page along with the benefits and challenges.

Brief additional discussion followed.

**MOTION:** *Commissioner Feliz moved to concur with the creation of a TCtv Facebook Page. This motion seconded by Commissioner Sanchez.*

<b>Roll Call Yea:</b>	De Rago <input checked="" type="checkbox"/>	Feliz <input checked="" type="checkbox"/>	Kellogg <input checked="" type="checkbox"/>	Kosidlak <input checked="" type="checkbox"/>	Mauk <input checked="" type="checkbox"/>	Sanchez <input checked="" type="checkbox"/>	Brennan <input checked="" type="checkbox"/>
<b>Roll Call Nay:</b>	De Rago <input type="checkbox"/>	Feliz <input type="checkbox"/>	Kellogg <input type="checkbox"/>	Kosidlak <input type="checkbox"/>	Mauk <input type="checkbox"/>	Sanchez <input type="checkbox"/>	Brennan <input type="checkbox"/>

**MOTION PASSED 7/0**

## E) New Business

### 1. A recommendation from the Cable & Community Relations Manager that the Cable Television Advisory Board elect a Chairperson and Vice-Chairperson for the fiscal year 2016/2017.

**NOMINATION:** *Commissioner Kellogg nominated Kosidlak as Chairman.*

*Following two rounds of voting.*

**MOTION:** *Commissioner Sanchez moved for unanimous ballot, seconded by Kellogg.*

**Roll Call Yea:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**Roll Call Nay:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**MOTION PASSED 7/0**

**NOMINATION:** *Commissioner Mauk nominated Sanchez as Vice Chairwoman.*

*Following one round of voting.*

**MOTION:** *Commissioner Feliz moved for unanimous ballot, seconded by Mauk.*

**Roll Call Yea:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**Roll Call Nay:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**MOTION PASSED 7/0**

**8. ADDENDUM MATTERS - NONE**

**9. ORAL COMMUNICATIONS:**

- A) Commissioner Feliz thanked everyone that ran for election to the Board's officer positions.
- B) Commissioner Kellogg requested without objection at an upcoming meeting that the Board create a new standing committee to support advertising and marketing of TCtv.
- C) Commissioner Mauk mentioned that she appreciates the opportunity to serve.
- D) Commissioner Mauk congratulated the in-coming Chairman and Vice Chairwoman.
- E) Commissioner Sanchez requested without objection at an upcoming meeting that the Board discuss setting goals and objectives for the Board and any obstacles.
- F) Commissioner Brennan offered congratulations to the recently elected Councilmembers Griffiths, Herring, and Rizzo.
- G) Manager Smith mentioned a reminder to those registered to attend the SCAN NATOA Spring Conference tomorrow, June 9<sup>th</sup> aboard the Queen Mary in Long Beach.
- H) Manager Smith mentioned tomorrow, June 9<sup>th</sup> staff would accept an award for CitiCABLE from the Torrance Area Chamber of Commerce as Community Partner of the Year.

**10. ADJOURNMENT:**

Chairwoman Brennan adjourned the June 8, 2016 meeting at 8:14 p.m., to reconvene on of July 13, 2016 Wednesday, at 7:00 p.m.

**Roll Call Yea:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**Roll Call Nay:** De Rago  Feliz  Kellogg  Kosidlak  Mauk  Sanchez  Brennan   
**MOTION PASSED 7/0**

Respectfully submitted,



Michael D. Smith  
Cable & Community Relations Manager

**Roll Call:** Brennan  De Rago  Feliz  Kellogg  Mauk  Sanchez  Kosidlak