

January 9, 2002

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, January 9, 2002, at 7:15 p.m. in the Torrance Community Television studio located in the Telecommunications Center. Commissioner Perkins requested that the meeting be adjourned in former Mayor Jim Armstrong's name.

2. ROLL CALL:

Present: Commissioners: Haussmann, Perkins, Tsao, and Chair Craft

Also Present: Michael Smith, Cable Television Administrator

Excused: Cahill and Mikulicich, Jr.,

3. FLAG SALUTE:

Commissioner Tsao led the salute to the flag.

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

MOTION: *Commissioner Haussmann 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. APPROVAL OF MINUTES:

MOTION: *Commissioner Tsao moved to approve the minutes for the December 12, 2001 meeting. This motion seconded by Commissioner Haussmann, carried with an aye vote.*

6. SCHEDULED BUSINESS:

a) Community Matters – NONE

b) Committee Reports

(1) Producer Incentive – NONE

(2) Franchise Renewal – NONE

(3) Operating Policies and Procedures – NONE

- (4) Open Mic Night – NONE
- (5) Video Programming Awards – NONE
- (6) Future of Access - NONE

c) **Report of Community Television Center - December, 2001**

Administrator Smith discussed the statistics for the month. He highlighted 49% edit usage and 46% studio usage. TCTV also gave 10 Cub Scouts a tour of the facility.

Brief discussion followed.

MOTION: *Commissioner Perkins moved to accept the Torrance Community Television Center Report for December 2001. This motion, seconded by Commissioner Tsao, carried with an aye vote.*

d) **Report of Legislative and Cable Related Activities – December, 2001**

Administrator Smith gave a brief summary of the report. He highlighted AT&T announced merger with Comcast; AOL Instant Messenger bug that was patched but could have allowed an attacker to flood computers with messages; and the FCC to okay new wireless system for ultra-wideband high-speed technology.

Brief discussion followed.

MOTION: *Commissioner Tsao moved to accept the Legislative and Cable Related Activities Report for December 2001. This motion, seconded by Commissioner Haussmann, carried with an aye vote.*

e) **Old Business - NONE**

f) **New Business**

- 1) **A recommendation from the Cable Television Administrator that the Cable Television Advisory Board approve the Chairpersons Annual Board Report for 2000-01.**

Administrator Smith highlighted the Open Mic Night and Annual Awards Ceremony. This report will be sent to the City Council for acceptance and filing.

Discussion followed.

MOTION: *Commissioner Tsao moved to accept and file this report. This motion seconded by Commissioner Haussmann, carried with an aye vote.*

g) **Addendum Matters – None**

7. **ORAL COMMUNICATIONS:**

CTAB Amended
021302

- a) Commissioner Perkins reminded Chair Craft to adjourn the meeting in memory of former Mayor Jim Armstrong.
- b) Commissioner Haussmann expressed concerns that had been brought to her attention by User, June Armstrong. Commissioner Haussmann requested a copy of the job description for TCTV Coordinator and a list of their responsibilities.
- c) Commissioner Tsao wished Administrator Smith good luck in hiring a new Coordinator.
- d) Commissioner Tsao wished everyone a happy and healthy New Year.
- e) Commissioner Tsao invited everyone to attend the Chinese New Year celebration.
- f) Chair Craft also wished Administrator Smith good luck in hiring a new Coordinator.

8. ADJOURNMENT:

Chair Craft adjourned the meeting in memory of former Mayor Jim Armstrong at 8:45 p.m. to reconvene on Wednesday, February 13, 2002 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable Television Administrator

CTAB Amended
021302

Roll Call: Cahill Hausmann Mikulicich, Jr. Perkins

Tsao Craft