

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, March 14, 2001, at 7:08 p.m. in the Torrance Community Television studio located in the Telecommunications Center.

2. ROLL CALL:

Present: Commissioners: Cahill Craft, Kaur, Mikulicich, Jr. (arrived at 7:18 p.m.), Haussmann and Chair Tsao

Also Present: Michael Smith, Cable Television Administrator
Jesse Foreman, TCTV Coordinator

Excused: Commissioner Stadler

3. FLAG SALUTE:

Led by Commissioner Kaur

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

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

5. APPROVAL OF MINUTES:

MOTION: *Commissioner Cahill moved to approve the minutes for the December 13, 2000 meeting. This motion seconded by Commissioner Craft, carried with an aye vote.*

6. SCHEDULED BUSINESS:

a) **Community Matters – NONE**

b) **Committee Reports**

(1) **Producer Incentive**

No meeting was held in March, however it was reported that the Committee planned to meet.

MOTION: *Commissioner Haussmann moved to accept the oral report of the Producer Incentive Committee. This motion, seconded by Commissioner Cahill, carried with an aye vote.*

(2) Franchise Renewal – NONE

(3) Operating Policies and Procedures– NONE

(4) Video Awards Program

Committee Chair Haussmann submitted a written report. The report highlighted the success of the event. It was further reported that the event was well attended and this year we had enough refreshments for all of the guest.

The Committee plans to meet prior to the next Commission meeting so that a final report can be submitted.

MOTION: *Commissioner Craft moved to accept the Video Awards Program Committee report. This motion, seconded by Commissioner Kaur, carried with an aye vote.*

c) Report of Community Television Center

(1) January, 2001

Administrator Smith gave a brief summary of the report. Highlighting that this is the final report for calendar year 2000.

Brief discussion followed.

MOTION: *Commissioner Haussmann moved to accept the Torrance Community Television Center for January 2001. This motion, seconded by Commissioner Craft carried with an aye vote.*

(2) February, 2001

Administrator Smith gave a brief summary of the report. Highlighting additions to the narrative format, which include comparisons over the last three years in each of the primary production areas.

Brief discussion followed.

MOTION: *Commissioner Haussmann moved to accept the Torrance Community Television Center for February 2001. This motion, seconded by Commissioner Craft carried with an aye vote.*

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

Administrator Smith gave a brief summary of the report. Highlighting FCC Cap being lifted on the number of subscribers a cable operator can have; voice-enabled web access server technology; AOL Time Warner new Netscape toolbar; and AT&T's agreement to swap cable systems in four states.

Brief discussion followed.

MOTION: *Commissioner Mikulicich, Jr. moved to accept the Legislative and Cable Related Activities Report for February 2001. This motion, seconded by Commissioner Craft, carried with an aye vote.*

e) Old Business – NONE

f) New Business

A recommendation from the Cable Television Administrator that the Chairperson establish a committee to review and plan the "Open Mic Night" concerning the November 6th election.

Following brief discussion regarding the program, Chairperson Tsao appointed Commissioners Haussmann, Craft, and Mikulicich Jr. to the Open Mic Night Committee with Commissioner Mikulicich Jr. as Chair.

MOTION: *Commissioner Cahill moved to accept the appointments to the Open Mic Night Committee. This motion, seconded by Commissioner Haussmann, carried with an aye vote.*

g) Addendum Matters – None

7. ORAL COMMUNICATIONS:

- a) Administrator Smith announced the he and his wife Cappie are expecting a baby.
- b) Administrator Smith announced the upcoming Great City Hall Tune In. The Tune-In is a special Awareness Week sponsored by the States of California and Nevada Chapter of the National Association of Telecommunications Officers and Advisors (SCAN/NATOA). It is designed to draw attention to the availability of televised coverage of City Council meetings, Township meetings, County Board of Supervisors meetings, and other local government meetings and hearings -- and their importance to the daily lives of individual residents and viewers -- with the goal of increasing viewership for these meetings and other Government Access programming. Administrator Smith mentioned that the Mayor and Council will host a live interactive Council meeting to help celebrate the week.
- c) Administrator Smith announced the pending retirement of Mary, the secretary assigned to TCTV. A specific date has not been set, however she is off tending to a broken arm.
- d) Coordinator Foreman expressed his pleasure to be working for TCTV.
- e) Commissioner Cahill welcomed Coordinator Foreman to TCTV.
- f) Commissioner Cahill commented how much she enjoyed the TCTV Awards ceremony being this was her first time attending.
- g) Commissioner Craft also welcomed Coordinator Foreman to TCTV.

- h) Commissioner Craft also commented how much he enjoyed the TCTV Awards ceremony this year. He was pleased we had enough refreshments to accommodate our guest.
- i) Commissioner Craft also commented that his daughter Suzette Craft landed a national ad for Safeway.
- j) Commissioner Kaur commented that the TCTV Awards were spectacular.
- k) Commissioner Mikulicich Jr. wished everyone happy St. Patrick's Day.
- l) Commissioner Mikulicich Jr. also welcomed Coordinator Foreman to TCTV.
- m) Commissioner Mikulicich Jr. talked about his efforts to recruit more people to TCTV.
- n) Commissioner Haussmann also wished everyone happy St. Patrick's Day.
- o) Chair Tsao also welcomed Coordinator Foreman to TCTV.
- p) Chair Tsao also commented that the TCTV Awards were very well done this year.
- q) Chair Tsao congratulated Administrator Smith on the announcement that he and his wife are expecting a baby.

8. ADJOURNMENT:

Chair Tsao adjourned the meeting at 8:30 p.m. to reconvene on Wednesday, May 9, 2001 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable Television Administrator

Roll Call: Cahill Craft Kaur Mikulicich, Jr. Stadler Haussmann Tsao