

July 14, 2004

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, July 14, 2004, at 7:25 p.m. in the Torrance Community Television Classroom located in the Stanley E. Remelmeyer Telecommunications Center.

2. ROLL CALL:

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

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

Excused: Commissioner Carlson

3. FLAG SALUTE:

Commissioner Korman 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 Craft, carried with an aye vote.*

5. APPROVAL OF MINUTES

A) JUNE 9, 2004

MOTION: *Commissioner Korman moved to approve the minutes for the June 9, 2004, meeting. This motion seconded by Commissioner Tsao, carried with an aye vote.*

6. SCHEDULED BUSINESS:

A) Community Matters – NONE

B) Committee Reports

1. Producer Incentive

Commissioner's Craft and staff provided the following report.

The Producer Get Together of July 9th was on Digital Editing. Staff decided to present the AVID FREE DV program, which was a new program to TCTV. During the days leading up to the meeting, staff downloaded a free copy of AVID FREE DV. Staff reviewed instructions, prepared, practiced, and used the software. Staff continued to practice, practice, and more practice.

FREE AVID DV is much like its bigger brother AVID Express DV with only a few missing options. TCTV Producers were pleased as the class began, because the program is FREE and available on-line. One producer went so far as to download the program and then bring in her laptop to use during the demonstration. Coordinator Doddy brought in two Macintosh computers to demonstrate the program. The producers each had a chance to capture footage onto the computer and then play freely on the computers and experiment with the program. Every one in attendance walked away gaining at least a basic understanding of AVID FREE DV.

The next meeting is the annual summer ending TCTV BBQ, August 6th. The BBQ will be held in the rear lot of the Telecommunications Center.

Discussion followed.

MOTION: *Commissioner Korman moved to accept the Producer Incentive Committee Report for June 2004. This motion, seconded by Commissioner Taniguchi, motion carried with aye vote.*

2. 13th Annual TCTV Video Programming Awards - NONE

C) Report of Community Television Center

Coordinator Doddy discussed statistics for the month. He highlighted 21 new programs were completed compared to 6 in 2003 and 10 in 2002. He also noted studio usage was above average to 52%, while field camera check-outs were higher than previous months, but continues to remain low on average at 36%. Post-production was up to 45% this month compared to 22% last year. Eight people attended the monthly New Users Orientation Session and four were certified.

The third installment of the Producer Posse was produced Saturday, June 26th. Everyone involved was very excited about this production due to the many enhancements over the previous shows. Again the name "Hidden Treasures of Torrance and the South Bay" was used, but this time the volunteers did not just shoot in the studio, they also shot in the field.

The theme of the show was "Skateboards" with a studio segment with TCTV Producer Mark Hopkins serving as host with guest skateboarder Angelynn Thomas. TCTV Producer Darrel Green served as "Skateboard Historian" and proved he did his homework with a wealth of knowledge and facts. His participation taught the professional skateboarding guest some unknown facts about the sport.

Brief discussion followed.

MOTION: *Commissioner Craft moved to accept the Torrance Community Television Center Report for July 2004. This motion, seconded by Commissioner Haussmann, motion carried with aye vote.*

D) Report of Legislative and Cable Related Activities – July, 2004

Manager Smith gave a brief summary of the report.

Time Warner Cable and EchoStar Communications Corp. were the latest pay TV companies to receive letters from the Securities and Exchange Commission regarding their method of counting and reporting subscriber totals. Cox Communications Inc. and Comcast Corp. last week confirmed receiving their SEC letters in June. The SEC has reportedly sent letters to about 20 communications companies regarding subscriber counts, including AT&T Corp., AT&T Wireless Services Inc. and Verizon Communications. Subscriber counts and growth are considered key metrics, along with cash flow, for valuing the stock of publicly held cable and telecommunications companies. In a recent SEC filing, Verizon acknowledged that it had overstated long-distance lines by nearly 9%, blaming a software glitch.

Time Warner Cable chair and CEO Glenn Britt says A La Carte is really a step backward. The consumer would end up with a lot less choice, less diversity, and people like having maximum choice.

Jurors in the federal fraud trial of four former Adelphia Communications Corp. executives found John Rigas and his son, Timothy, guilty of some fraud and conspiracy charges and Michael Mulcahey and Michael Rigas not guilty of conspiracy.

Charter Communications Inc. launched the country's first all-digital cable network to its subscribers in Long Beach and Signal Hill.

High-speed Internet use grew 42 percent last year as some 8.3 million homes and businesses signed up for broadband service, the Federal Communications Commission said Tuesday.

Brief discussion followed.

MOTION: *Commissioner Taniguchi moved to accept the Legislative and Cable Related Activities Report for July 2004. This motion, seconded by Commissioner Tsao, carried with an aye vote.*

E) Old Business - NONE

F) New Business- NONE

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 2004/05.

MOTION: *Commissioner Craft moved to elect Commissioner Korman as Chairperson. This motion, seconded by Commissioner Tsao, carried with an aye vote.*

MOTION: *Commissioner Craft moved to elect Commissioner Taniguchi as Vice Chairperson. This motion, seconded by Commissioner Tsao, carried with an aye vote.*

- 2) A recommendation from the Cable & Community Relations Manager that the Cable Television Advisory Board accept and file the TCTV New User Marketing Survey covering 1996 through June 30, 2004.

MOTION: *Commissioner Craft moved to accept and file the TCTV New User Marketing Survey covering 1996 through June 30, 2004. This motion, seconded by Commissioner Haussmann, carried with an aye vote.*

- 3) A recommendation from the Cable & Community Relations Manager that the Cable Television Advisory Board accept and file TCTV New User and Producer Statistics covering 1990 through June 30, 2004.

MOTION: *Commissioner Tsao moved to accept and file TCTV New User and Producer Statistics covering 1990 through June 30, 2004. This motion, seconded by Commissioner Taniguchi, carried with an aye vote.*

7. ADDENDUM MATTERS – NONE

8. ORAL COMMUNICATIONS:

- a) Manager Smith reported that they were unable to launch the Pentagon Channel as planned due to additional equipment needed. Staff plans to have the equipment installed in August and launch the channel no later than September.
- b) Commissioner Craft mentioned that his daughter is publishing a book and deck of cards with 52 affirmations.
- c) Commissioner Craft also mentioned his daughter is writing a new book about fathers and daughters.
- d) Commissioner Haussmann expressed an appreciation of Georgia Perkins serving as Chairwoman of the Commission over the last year (applause).
- e) Commissioner Korman reported her grand daughter's due date is September 20th and as a result, she may or may not attend the next Commission meeting.
- f) Commissioner Korman announced that on August 22nd at 1:30 p.m., the Torrance Symphony will hold its annual concert in the Park, at Charles H. Wilson Park.
- g) Commissioner Tsao congratulated Commissioner Korman and Taniguchi on their election to office.
- h) Chairwoman Perkins mentioned she may also miss the next meeting due to personal matters.

8. ADJOURNMENT:

Chairwoman Perkins adjourned the meeting to reconvene on Wednesday, August 11, 2004 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith
Cable & Community Relations Manager

Roll Call: Carlson Craft Haussmann Korman Taniguchi Tsao Perkins