

October 8, 2003

**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, October 8, 2003, at 7:10 p.m. in the Torrance Community Television Conference Room located in the Stanley E. Remelmeyer Telecommunications Center.

**2. ROLL CALL:**

**Present:** Commissioners: Craft, Haussmann, Korman, Mikulicich Jr. (arrived 7:34 p.m.), Tsao, and Chair Perkins

**Also Present:** Cindy Hibbard, Clerk Typist  
Mark J. Doddy, TCTV Coordinator  
Michael D. Smith, Cable Television Administrator

**Excused:** Commissioner Carlson

**3. FLAG SALUTE:**

Commissioner Haussmann led the salute to the flag.

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

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

**5. APPROVAL OF MINUTES:**

a) September 10, 2003

**MOTION:** *Commissioner Craft moved to approve the minutes for the September 10, 2003, meeting. This motion seconded by Commissioner Korman, carried with an aye vote.*

6. **SCHEDULED BUSINESS:**

- a) **Community Matters – NONE**
- b) **Committee Reports**

(1) **Producer Incentive**

The Committee conducted the October 3<sup>rd</sup>, P.C. Editing Techniques 201 Get-together. This session was lead by professional photographer and editor, Brian Anderson along with TCTV Staff. Ten guests attended and were very pleased with the program.

The next meeting is November 7<sup>th</sup> and will feature Holiday P.S.A. production conducted by staff and volunteers. This is the second year we're offering this open studio call to the community.

**MOTION:** *Commissioner Craft moved to accept the Producer Incentive Committee Report for October 2003. This motion, seconded by Commissioner Korman, motion carried with aye vote.*

(2) **Video Programming Awards**

The Committee members have made calls to Torrance businesses as a follow-up the letters mailed soliciting donations. So far, Exxon Mobil has mailed a check for \$1,000 making them a Platinum Sponsor. Commissioner Tsao committed to submitting a donation of \$200 through his company, New Century Properties & Investments, Inc.

Judging have been identified and letters will go out first week of November requesting them to participate.

Kendra Kostelecky and Chris Berg have confirmed as hosts. Eligible producers will be contacted personally by Coordinator Doddy to encourage their participation.

**MOTION:** *Commissioner Haussmann moved to accept the Video Programming Awards Committee Report for October 2003. This motion, seconded by Commissioner Tsao, motion carried with aye vote.*

(3) **Open Mic Night**

The Open Mic Night participants have all been contacted personally. All candidates agreed to participate with the exception of one.

Commissioners have confirmed their hosting duties and all of the production requirements have been settled.

The Open Mic Night program will be cablecast October 22 through November 3<sup>rd</sup> at 7:00 p.m. on TCTV channel 28.

**MOTION:** *Commissioner Craft moved to accept the Open Mic Night Committee Report for October 2003. This motion, seconded by Commissioner Tsao, motion carried with aye vote.*

**c) Report of Community Television Center - October, 2003**

Coordinator Doddy discussed statistics for the month. He highlighted 12 new programs were completed compared to 14 in 2002 and 4 in 2001.

He also noted studio usage was up over last month to 72%. He mentioned Field Equipment Reservations were higher than last month at 23%.

Two people attended the monthly New Users Orientation Session. Two were certified through the Its Your TV Brochure. Seven Users graduated from the Pre Production Planning workshop; Five new Producers graduated Field and Post-Production workshop; and eight producers enrolled in the Studio workshop.

Brief discussion followed.

**MOTION:** *Commissioner Craft moved to accept the Torrance Community Television Center Report for October 2003. This motion, seconded by Commissioner Korman, motion carried with aye vote.*

**d) Report of Legislative and Cable Related Activities – October, 2003**

Administrator Smith gave a brief summary of the report. A three-judge panel of the Court of Appeals for the Ninth Circuit, found that the F.C.C. erred in an earlier ruling that effectively absolved cable companies of any obligation to make their lines accessible to competitors. The decision may force cable companies to share their high-speed Internet, or broadband, networks with competing Internet service providers. Federal Communications Commission chairman Michael Powell plans to appeal the Appeals Court ruling.

The NBA announced Monday that Time Warner, Cox Communications and Cablevision had signed multiyear agreements to carry the league's cable channel, NBA TV. Commissioner David Stern said in a conference call that negotiations with other cable companies were continuing.

Time Warner Cable announced Monday that it is increasing download speeds for its Road Runner customers from 2 megabits per second to 3 mbps starting Oct. 1.

Brief discussion followed.

**MOTION:** *Commissioner Tsao moved to accept the Legislative and Cable Related Activities Report for October 2003. This motion, seconded by Commissioner Craft, carried with an aye vote.*

e) Old Business – NONE

f) New Business - NONE

**7. ADDENDUM MATTERS – NONE**

**8. ORAL COMMUNICATIONS:**

- a) Secretary Hibbard reminded everyone that Sunday is Day Light Savings Time and that all should turn their clocks back one-hour.
- b) Secretary Hibbard wished everyone a happy and safe Halloween.
- c) Coordinator Doddy said he looked forward to the 12<sup>th</sup> Annual TCTV Video Awards Ceremony. There have been a lot of programs completed by a variety of new and old producers.
- d) Administrator Smith informed the Board that the City Manager has assigned certain functions of Community Relations to this division. DeAnn Baxter a recent graduate of Pennsylvania State has been hired as the new Community Relations Associate. Her role is to assist in speech writing, creating and editing press releases, coordinating citywide Internet content, and many other duties.
- e) Commissioner Korman invited everyone to attend the Torrance Symphony Season Opening Concert, October 18<sup>th</sup> at the Armstrong Theatre.
- f) Commissioner Korman reported that she was impressed and pleased with the recent Field and Post-production Workshop she just completed. She felt staff was very well prepared and provided clear training.
- g) Commissioner Korman mentioned she liked the intimacy of meeting in the Conference Room instead of the Studio.
- h) Commissioner Tsao wished everyone a happy and safe Halloween.
- i) Commissioner Tsao also invited everyone to attend the Torrance Symphony Season Opening Concert, October 18<sup>th</sup> at the Armstrong Theatre.

**8. ADJOURNMENT:**

Chair Perkins adjourned the meeting to reconvene on Wednesday, November 12, 2003 at 7:00 p.m.

Respectfully submitted,

Michael D. Smith

**Roll Call:** Carlson     Craft     Hausmann     Korman     Mikulicich, Jr.     Tsao     Perkins