



## **Access Sacramento Board of Directors Meeting**

Monday, April 29th 2024 - Agenda

5:30 PM On Site & Zoom

*Virtual attendance available on Zoom.us. Email ED for link at [execdir@accesssacramento.org](mailto:execdir@accesssacramento.org).*

- Call to Order – Henkle
- Roll Call – Henkle
- Review Agenda / Additions to Agenda – Henkle
- BOD Candidate Trevor Doyle Introduction and vote – Henkle
- Approval of Prior Meetings Minutes – Henkle
- **Board Chairperson’s Report** – Verbal Report – Henkle
- **Executive Director’s Report** – Girot (see attached)
- **Financials** - Girot (see attached)
- **Committee Reports**
  - Membership - Stowes
  - Programming
- **Old Business**
- **New Business** – Henkle  
BOD Commitment statement needs to be revised, especially the financial support section.
- **Public Comment**

ADJOURNMENT

Executive Session – (Board Members Only) – If needed



## **Access Sacramento Board of Directors Meeting**

**April 29, 2024**

*In person meeting, Access Sacramento Office  
Virtual Attendance via zoom*

Board Present: Don Henkle, Kierre Stowes; Absent: Hester Wagner, Matt Gilliam  
Staff: Donna Girot, Executive Director  
Guests: Peter Brixie, Trevor Doyle, Joe Barr

Session called to order at 5:30 pm.

### **Approval of Prior Meeting Minutes**

February 29th and April 8th meeting minutes reviewed and voted unanimously to approve.

Moved Board of Directors Candidate Introduction to New Business segment of the meeting because Trevor Doyle late to the meeting.

### **Board Chairperson Report – Don Henkle**

Don Henkle asked the board to reconsider the fiscal commitment that has been meager and longstanding for many years. He asked that it be a topic of future conversation but before we bring on more board members.

### **Executive Director Report – Donna Girot**

See Attachment A

### **Financials – Donna Girot**

Brief discussion about status of lagging revenue as shown on end of April 2024 P&L report. More in-depth discussion of revenue generation and services offered to community once SMCTC grant funding is voted on by Cable Commission.

### **Committee Reports**

No subcommittees until board becomes more robust.

### **New Business – Don Henkle**

Don Henkle introduced Trevor Doyle who spoke about his relationship with Access Sac as a 2023 PCS filmmaker, his network and his professional experience as high school math and IT teacher. Board asked several questions and then unanimously voted to include Trevor Doyle on the Access Sacramento board of directors.

Don Henkle introduced Joe Barr as a prospective board member. Joe spoke about his radio experience as chief content manager at CapRadio and previous news journalism experience with NPR affiliate. Review of his qualifications and vote suggested for a board email vote.

Don Henkle proposed that Matt Gilliam has missed consecutive meetings without informing chairperson of his absences and thus will dismiss Matt G from board service with grateful thanks for his volunteer work.

No Public Comment.

Meeting adjourned at 7:10 pm.

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### **Attachment A - Executive Director Report General Board Meeting – April 29, 2024**

- Working diligently against a hard deadline to submit billing to the County TOT grant. There was a delay in their understanding of our liability insurance limits that had to be cleared up before invoice submittal.
- The 24<sup>th</sup> A Place Called Sacramento Scriptwriting Competition winners press release has been announced through social media and on our website. Winners were pre-notified by phone while losers were thanked by email. Working with Dawn Spinella, the talented professional scriptwriter who taught our January scriptwriting workshop, to possibly mentor the winners through the process in addition to Carlos Hernandez and Donna Girot's mentorship. Because of inflating liability insurance costs, Access Sac will offer the producers a list of inexpensive liability insurance options for location shooting and will no longer offer this as a benefit to the winners.
- Access Sac hosted a SacSewer representative, the high school PSA competition teen winners along with two media teachers on a recent episode of LiveWire. Honorable Mention and Certificate of Merits have been either hand delivered or mailed to the respective schools.
- Do not yet have Spud Nite Community Event expenses finalized. Revenue is on the end of March profit and loss financial report.
- Submitted our FY 2024-2025 budget funding request to SMCTC on their deadline date, Monday, April 15, 2024.
- Preparing for the 2024 A Place Called Sacramento Cast and Crew Call set for Wednesday, May 8<sup>th</sup>, 6 – 8 pm at the Coloma Community Center. Community goal is to double the number of attendees over last year.

- Reminder: The Alliance for Community Media, our trade organization that advises and lobbies on our behalf in Washington, DC, is having their national conference and trade show here in San Jose, CA this year. We will have several of the full-time employees attend.
- ACM West competition was thick this year. Out of our six finalist award entries only one received top accolades: *Becoming Santa* (The 2023 A Place Called Sacramento Audience Award Short Film, Narrative Short Film). Last year we won many awards, and are happy to see other media centers producing quality community media content.

Written by Donna Girot

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