

Falls Church Public Cable TV Access Corporation
Board Meeting Agenda
Wednesday January 13, 2016

Time: 7:00 – 9:00 p.m.

Place: FCCTV

1. Open FCCAC Board Meeting Work Call to Order
2. Treasurers report:
 - a. Current cash position
 - b. Cash outflows since December Board meeting
 - c. Diener Engagement Letter (for 2014 IRS Form submission)
3. President's report
 - a. Update on Molly Hermann Board interview process
 - b. Update on expenditures of approved August 2015 CapEx Budget
 - c. Proposal to add 2 HD field video cameras in original budget but deferred
 - i. This would provide us with 4 HD field cameras for access producers and for the field production classes
 - d. Setting FCCAC priorities for January Steering Committee meeting
 - i. Review of SC partner capital budgets to determine cost allocation for 3rd studio camera and related components (fiber cable, etc.)
 - ii. Working with SC members to draft job description for FCC-TV Station Manager and publicizing position vacancy?
 - iii. Discussing moving forward with collaborating with FCCPS faculty and students?
 1. Background check protocol?
 2. Exploring possible collaboration with John Ballou through establishment of a workgroup that was mentioned at the December FCCAC Board meeting?
 - e. Update on FCC-TV web site
 - i. Ready in December; waiting for public access programs to be selected, program descriptions and program "photo icons" to be developed, and program schedule to be drafted (programming discussed further below)
4. FCC-TV Staff Report
 - a. Update on outside technical support
 - i. Availability of Duane and Danny
 - b. Update on follow up activity by FCCPS and FCC Gov IT depts.
 - i. Documenting and mapping FCC-TV network, developing protocols
5. Public Access Programming on FCC-TV
 - a. Update of list of public access programming on FCC-TV broadcast server
 - b. Discussion of adding 3rd party public access programming to FCC-TV
 - i. Review of list of third party programming on Arlington public access
 - ii. Review of list of prospective programs available from www.pegmedia.com
 - c. Discussion of approval to add 3rd party public access programming to FCCAC programming and download programming from www.pegmedia.com

- d. Discussion of development of a process for approving submitted access producer programming
 - i. Start with reviewing Arlington and Fairfax processes?
- 6. Training for FCCAC Access Producers
 - a. Review of syllabi drafts developed for Video Field Production and Video Editing classes. Studio video production class syllabus is in development.
 - b. Identifying instructors
 - c. Discussion of offering the initial instance of the class for free to access producers who took the courses last year. Video Editing
 - d. Set training dates for Video Field Production and
- 7. Community/Access Producer Recruitment Workgroup Report (Ken)
 - a. Review of list of organizations that are producing or are interested in producing
 - b. Calendar of when these groups meet next over the next 30 days
- 8. Discussion of draft of 30 day Work Plan
 - a. Commitments to who does What and When
- 9. Meeting Finalization
 - a. Meeting summary
 - b. Review actions to be taken
 - c. Set next Board meeting: Wednesday February 10
- 10. Meeting close