



325 Soquel Avenue
Santa Cruz, CA 95062

BOARD OF DIRECTORS
Regular Meeting
February 25, 2019
5:00 P.M.
Offices of the Corporation

A G E N D A

1. Roll Call

Maitreya Maziarz, Joe Hall, Mathilde Rand, Tom Manheim, Larry Laurent,
Janis O'Driscoll, Judy Owen, Jennifer Izant Gonzales

[quorum is five]

2. Oral Communications

Any person may address the Board during its Oral Communications period.
All Oral Communications must be directed to an item not listed on today's
Consent or Regular Agenda, and must be within the jurisdiction of the Board.

3. Consideration of Late Additions to the Agenda; additions and deletions to
Consent and Regular Agendas.

CONSENT AGENDA

4. Approve Revised Minutes *
Board Meeting Minutes of November 26, 2018
5. Approve Minutes *
Board Meeting Minutes of January 28, 2019
6. Approve Recommendation of Finance Committee to Accept the January 2019
Financial Reports *

REGULAR AGENDA

7. Oral Report of Executive Director *
8. Report from Ad-Hoc Strategic Planning Committee
9. Summaries from Board Retreat Subcommittees

10. Oral Report from Volunteer Advisory Committee
Committee Chair Report
11. Oral Report of Board Chair
12. Board Member / Staff Requests for Specific Items to Appear on next Meeting
Agenda
13. Announcements
14. Adjournment

Any person may address the Board during its Public Comment period. Each presentation will be limited to three minutes and individuals may speak only once during Public Comment. A maximum of five minutes will be set aside for this period at this meeting. If the period runs beyond five minutes, the Board may, at its discretion, allow time at the end of the meeting for additional public comment. All comments must be directed to an item NOT listed on today's agenda and must be within the subject matter jurisdiction of the Board. Preference will be given to individuals who did not speak at the previous Board meeting. All speakers must address the entire Board and will not be permitted to engage in dialogue. Speakers are requested to sign the sheet designated for that purpose so that their names may accurately be reflected in the minutes of the meeting. Regular Agenda Items: Members of the public may speak on any item on the agenda. Each presentation will be limited to three minutes. The maximum time devoted to public input on any item will be determined by the Chair.

*** Material Included in Board Packet**



325 Soquel Avenue
Santa Cruz, CA 95062

EXECUTIVE COMMITTEE
Regular Meeting
February 25, 2019
5:00 P.M.
Offices of the Corporation

A G E N D A

1. Roll Call

Maitreya Maziarz, Joe Hall, Mathilde Rand, Tom Manheim, Larry Laurent, Janis O'Driscoll, Judy Owen, Jennifer Izant Gonzales

[quorum is three]

ALL ITEMS AS SET FORTH ON THE AGENDA OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS NOTICED CONCURRENTLY.

IF A QUORUM OF THE FULL BOARD IS NOT PRESENT AT THE REGULAR BOARD MEETING, THE MEETING WILL BE ADJOURNED TO THE EXECUTIVE COMMITTEE MEETING. IF A QUORUM OF THE EXECUTIVE COMMITTEE (3) IS PRESENT, THE EXECUTIVE COMMITTEE WILL MEET TO TAKE ACTION ON THE ITEMS IN THE AGENDA.

Any person may address the Board during its Public Comment period. Each presentation will be limited to three minutes and individuals may speak only once during Public Comment. A maximum of five minutes will be set aside for this period at this meeting. If the period runs beyond five minutes, the Board may, at its discretion, allow time at the end of the meeting for additional public comment. All comments must be directed to an item NOT listed on today's agenda and must be within the subject matter jurisdiction of the Board. Preference will be given to individuals who did not speak at the previous Board meeting. All speakers must address the entire Board and will not be permitted to engage in dialogue. Speakers are requested to sign the sheet designated for that purpose so that their names may accurately be reflected in the minutes of the meeting. Regular Agenda Items: Members of the public may speak on any item on the agenda. Each presentation will be limited to three minutes. The maximum time devoted to public input on any item will be determined by the Chair.



325 Soquel Avenue
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BOARD OF DIRECTORS
Regular Meeting
November 26, 2018
5:30 P.M.
Offices of the Corporation

MINUTES

1. Roll Call

Present: Keith Gudger (Chair), Larry Laurent, Mathilde Rand, Janis O'Driscoll, Tom Manheim, Judy Owen, Maitreya Maziarz, Joe Hall

Absent: Adam Wade

2. Oral Communications

None

3. Consideration of Late Additions to the Agenda; additions and deletions to Consent and Regular Agendas.

None.

CONSENT AGENDA

4. Approve Minutes *

Board Meeting Minutes of October 22, 2018

5. Accept Finance Committee Minutes of November 20, 2018 *

6. Approve Recommendation of Finance Committee to Accept the October 2018 Financial Reports

Director Hall that there is good news in the Executive Directors report.

Director O'Driscoll moved to approve consent agenda with the recommended changes.

Director Manheim Second. Approved unanimously.

REGULAR AGENDA

7. Election of Board Member

Seat expiring November 2018

Director Wade was not able to attend the meeting and the new K-12 representative will be selected next Thursday.



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BOARD OF DIRECTORS
Regular Meeting
November 26, 2018
5:30 P.M.
Offices of the Corporation

8. Election of Officers
Director Manheim nominated Maitreya Maziarz for Chair, Mathilde Rand for vice chair, Larry Laurent for secretary, and Joe Hall for Treasurer. Seconded by Director O'Driscoll.
Approved Unanimously
9. Appointment to Committees *
Director Manheim moved to approve the list as identified in packet. Seconded by Director Hall. Approved Unanimously
10. Approval of 2019 Board Calendar *
Director Manheim requested moving meeting to 5 p.m. to meet an existing commitment.
Approved unanimously
11. Oral Report of Executive Director*
Given. Director Manheim asked if the changes to Victor's duties with CMAP are long term. Executive director Reed it is long term and that she had taken some of the duties off his plate and gave to CMAP. Comcast has delayed the Internet project.
12. Financial Sponsor Presentation
Requested first independent media to give a presentation. Brian Sarinova showed a trailer for his film.
Director Owen asked how fund raising was accomplished. Mr. Sarinova responded that it was done through Kickstarter and other methods.
13. Consider Creating Ad-Hoc Strategic Planning Committee
Director Rand reported that since CTV is doing better this would be the opportunity to make strategic steps to make CTV what it can be. From the board Directors Rand, Director Owen, and Director Manheim. From the community Nathan Benjamin and Keith Gudger have volunteered. Director Rand moved to establish committee, Second Director Hall.
Approved Unanimously.
14. Consider Approval of CMAP Contract *
Director Hall asked Executive Director Reed about the changes. Executive Director Reed stated that the only change is the money, it is 3% higher. Director Rand stated that both CMAP and CTV worked on the contract together. Director Manheim noted that maintain sustainability has replaced achieve sustainability.
Director Manheim motion to approve, Director Rand Seconded. Approved Unanimously.
15. Consider Adopting Board Resolution 001-2018 *
Approval of Authorized Signatures for Bank Account
Director Manheim reported that Executive Director and Officers need to be authorized.
Director Manheim motion to approve, Director Hall seconded. Approved unanimously.
16. Summaries from Board Retreat Subcommittees:



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BOARD OF DIRECTORS
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November 26, 2018
5:30 P.M.
Offices of the Corporation

a) "Hot Studio" Subcommittee

Keith Gudger reported that he and Adam Wade reviewed the equipment proposed. Halogen lights were too hot, will be suggesting LED lights. Will use the software Chair Maziarz suggested. Will put together an equipment list, should be small enough that it that it will not need board approval. Will report back to board at January meeting. Chair Maziarz asked about the sound that was used for PSA that was presented at the October meeting. The method that was used, probably is too complicated for the hot studio application. Keith stated that the hot studio would fit in well strategically for supporting elections.

b) Venues' Equipment Subcommittee

Chair Maziarz reported that they are working on a sample equipment package. Director Owen reported the Kuumbwa is willing to meet in beginning of December. Chair Maziarz report that he thought that image magnification may be another selling point of the service for larger venues.

17. Oral Report from Volunteer Advisory Committee

Director Rand reported that the VAC has started up orientation. Will have field camera class. Felt enthusiasm for people to learn and go out into the community. Studio camera class was held. Will have audio class in December and did a studio supervisor training for five people. Will be giving studio supervisor test to the Satellite Coordinator Will be certifying more studio supervisors. Any board member can come to orientation and classes.

18. Oral Report of Board Chair

Chair Maziarz thanked Keith Gudger for all his contributions to CTV and that is honored to be chair.

19. Board Member / Staff Requests for Specific Items to Appear on next Meeting Agenda

None

20. Announcements

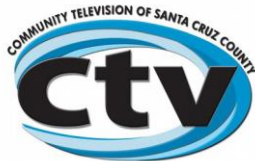
Chair Maziarz thanked the crew that produced the meeting

21. Adjournment

Motioned by Director Rand, Seconded by Director Hall at 6:15 p.m..

Approved: _____
Board Chair

Attest: _____
Board Secretary



325 Soquel Avenue
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BOARD OF DIRECTORS
Regular Meeting
January 28, 2019
5:00 P.M.
Offices of the Corporation

MINUTES

1. Roll Call

Maitreya Maziarz, Joe Hall, Mathilde Rand, Tom Manheim, Larry Laurent,
Janis O'Driscoll, Judy Owen
[quorum is four]

2. Oral Communications

Any person may address the Board during its Oral Communications period. All Oral Communications must be directed to an item not listed on today's Consent or Regular Agenda, and must be within the jurisdiction of the Board.
None

3. Consideration of Late Additions to the Agenda; additions and deletions to Consent and Regular Agendas.

None

CONSENT AGENDA

4. Approve Minutes *

Board Meeting Minutes of November 26, 2018

5. Approve Recommendation of Finance Committee to Accept the November 2018 Financial Reports *

6. Approve Recommendation of Finance Committee to Accept the December 2018 Financial Reports *

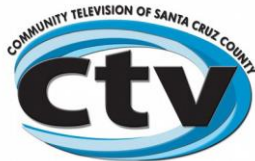
Director Manheim requested to pull item 4 for correction.
Motion to approve items 5-6 Director Hall, Second Director O'Driscoll. Approved unanimously.
Director Manheim noted that item 13 on the November 26, 2018 minutes had director Owen listed twice. It should read Director Manheim. Motion to approve with correction director Manheim, second director Rand. Approved unanimously.

REGULAR AGENDA

7. Election of Board Member

Seat expiring November 2022

Jennifer Izant Gonzales was nominated as the education representative from Office of Education. Chair Maziarz read her qualifications. Director Rand motioned to approve, and Director Manheim seconded



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BOARD OF DIRECTORS
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8. Amendment to 2019 Board Calendar *

Chair Maziarz reported that the date of the May meeting has been changed to May 20th because of Memorial Day

9. Oral Report of Executive Director *

Given. Director Hall stated that the Satellite space is past break even for the year. Director Manheim added that it is 25% above. Chair Maziarz asked if there would be a grand opening for the one button studio. Executive Director Reed stated that they would first market to non-profits and then business partners.

10. Report from Ad-Hoc Strategic Planning Committee

Director Manheim reported that the committee met last Friday. He along with directors Owen and Rand attended with former board members Nathan Benjamin and Keith Gudger and Executive Director Reed. Committee visioning to create a clear vision of where we want to be and what we can realistically accomplish. Focused on three areas, strengthening the organization, empowering technology, and strengthening community engagement. Will be coming back to board with more details. Will meet every two weeks through the end of April.

11. Summaries from Board Retreat Subcommittees

Director O'Driscoll reported that she has met with the library personnel. Will focus on the marketing team, which is the group that publicizes services and they see potential in working with CTV. Also, the training group. They teach classes to staff and community on devices and technology. One of staff members has done a film project. Will be scheduling a meeting. They are very interested in the partnership.

Director Owen reported on the venue subcommittee. They met with Kuumbwa toward end of 2018. Executive Director Reed stated that she has been in contact with them and will work on their original proposal. Chair Maziarz reported that he talked with the Loudon Nelson and he mentioned that they must cut their budget for next year. Executive Reed replied that we could help them.

**12. Oral Report from Volunteer Advisory Committee
Committee Chair Report**

Director Rand reported that based on the work on the strategic plan that they would like to hear from the producers and directors. Will meet February 23 at noon to hear from those who would want to let them know what strategically would help bring community better programs. Would then bring the report back to the strategic planning subcommittee and get direction on what to ask. Hoping to hear from people that are really interested in moving CTV forward. Director Rand also mentioned KSQD community radio that is starting up. Hopefully there will be community partnership with CTV in future.

13. Oral Report of Board Chair

Thanked Keith Gudger with agenda creation. Received a request to cover researchers anonymous at the Museum of Natural History honoring Peter McGettigan and he will cover the event. Director Hall will talk. Event will be on February 9th from 11-1.



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14. Board Member / Staff Requests for Specific Items to Appear on next Meeting

Agenda

None

15. Announcements.

Chair Maziarz thanked the volunteers producing the meeting.

16. Adjournment.

Director Rand motioned, Director Owen seconded, approved unanimously.

Approved: _____
Board Chair

Attest: _____
Board Secretary

Community Television of Santa Cruz County
 Capital Profit Loss Budget Performance
 January
 2019

	Annual Budget 2018-19	January 2019	January Year to Date	% of Annual Budget	Amount Remaining
4000 · CAPITAL REVENUE					
4100 · County PEG Fees	500,000.00	0.00	350,000.00	70%	150,000.00
4106 · County PEG Fees	100,000.00	0.00	0.00	0%	100,000.00
TOTAL INCOME	600,000.00	0.00	350,000.00	58%	250,000.00
5000 · CAPITAL EXPENDITURES					
5100 · Facility					
7400 · Facility Lease	239,124.00	15,630.19	106,613.37	45%	132,510.63
6701 · Facility/Equip. Insurance	9,300.00	776.60	5,436.20	58%	3,863.80
7058 · Leasehold Improvements/Capital	30,000.00	978.00	1,743.00		28,257.00
7300 · Facilities & Equipment Rental	1,000.00	41.33	271.16	27%	728.84
Total 5100 · Facility	279,424.00	17,426.12	114,063.73	41%	165,360.27
5200 · Equipment					
6650 - Interest on Leased Equip	0.00	9.71	131.47		-131.47
7215 · Copy Machine Lease	5,000.00	211.05	1,449.59	29%	3,550.41
7051 · Equipment Repair	5,000.00	0.00	0.00	0%	5,000.00
7056 · Equipment - Depreciated	140,596.00	4,140.05	18,059.84	13%	134,976.57
7057 · Equipment - Non Depreciated	15,000.00	1,443.87	9,510.30	63%	-19,770.63
7060 · Equipment Grant Program - Depreciated	100,000.00	0.00	0.00	0%	100,000.00
7061 · Equipment Leases	50,000.00	0.00	0.00	0%	49,615.00
7062 · Software as a Service	4,320.00	3,419.87	5,619.43	130%	-1,299.43
Total 5200 · Equipment	319,916.00	9,224.55	34,770.63	11%	285,145.37
5300 · Media Licensing					
7059 · Music Library	660.00	55.00	385.00	58%	275.00
Total 5300 · Media Licensing	660.00	55.00	385.00	58%	275.00
Total 5000 · CAPITAL EXPENDITURES	600,000.00	26,705.67	149,219.36	25%	450,780.64
NET INCOME/LOSS	0.00	-26,705.67	200,780.64		

Community Television of Santa Cruz County
 Operating Profit Loss Budget Performance
 January
 2019

	Annual Budget 2018-19	January 2019	January Year to Date	% of Annual Budget	Amount Remaining
4300 · OPERATING REVENUE					
4101 · County BOS Meetings	28,000.00	1,472.50	11,857.50	42%	16,142.50
4103 · City of Capitola Gov. Meetings	7,000.00	385.00	4,121.25	59%	2,878.75
4104 · SCMTD Meetings	2,500.00	0.00	1,615.00	65%	885.00
4106 · City of Santa Cruz Gov. Mtg.	33,000.00	2,325.00	19,859.00	60%	13,141.00
4108 · SCCRTC Meetings	2,500.00	423.50	3,724.75	149%	-1,224.75
4109 · SCWD Government Meetings	5,200.00	577.50	2,530.00	49%	2,670.00
4120 · Facility & Equipment Use	126,000.00	11,910.42	90,850.56	72%	35,149.44
4121 - SLVWD Meetings	6,000.00	500.50	2,562.75	43%	3,437.25
4122 - PVUSD	5,700.00	462.00	3,268.50	57%	2,431.50
4130 · Classes	1,000.00	0.00	513.00	51%	487.00
4165 · Donations	500.00	200.00	392.50	79%	107.50
4180 · Interest Earned	0.00	118.41	738.51		-738.51
4185 · Misc. Income	1,000.00	1493.60	5,050.54		-4,050.54
4190 · Gain/Loss on Sale of Assets	0.00	0.00	0.00		0.00
4200 · Production Services	6,000.00	0.00	2,766.00	46%	3,234.00
4250 - Closed Captioning	59,000.00	900.00	4,725.00	8%	54,275.00
4260 - Equipment Service	5,000.00	0.00	0.00		5,000.00
Total 4300 · OPERATING REVENUE	288,400.00	20,768.43	154,574.86	54%	133,825.14
TOTAL INCOME	288,400.00	20,768.43	154,574.86	54%	133,825.14
6000 · OPERATING EXPENSES					
6100 · Advertising	12,000.00	287.28	5,426.11	45%	6,573.89
6300 · Bank Charges	3,000.00	211.52	1,555.16	52%	1,444.84
6600 · Dues & Subscriptions	1,500.00	70.00	775.00	52%	725.00
7100 · Office Supplies	700.00	22.43	445.63	64%	254.37
7200 · Postage/Freight	500.00	337.37	412.37	82%	87.63
7205 · Printing	1,000.00	0.00	32.24	3%	967.76
7401 · Facility Supplies	3,000.00	375.24	2,723.67	91%	276.33
7640 · Licenses/Fees/Misc. Taxes	250.00	13.00	13.00	5%	237.00
7700 · Telephone/Telecommunications/Internet	5,000.00	529.04	2,861.34	57%	2,138.66
Total 6000 - Operating Expenses	26,950.00	1,845.88	14,244.52	53%	12,705.48
6800 · Contracted Services					
6900 · Contract Services-Audit Services	14,500.00	485.00	485.00	3%	14,015.00
7001 · Contract Services-Production Support	3,000.00	0.00	0.00	0%	2,515.00
7007 · Contract Services-CMAP	34,560.00	2,880.00	17,280.00	50%	17,280.00
7010 · Contract Services-Consulting	9,000.00	0.00	1,665.00	19%	7,335.00
7110 · Contract Services-Legal	5,900.00	0.00	766.67	13%	5,133.33
7910 - Contract Services-Equipment Technicians	6,000.00	0.00	0.00	0%	6,000.00
7920 · Contract Services-Captioning	21,000.00	0.00	1,851.00	9%	19,149.00
Total 6800 · Contracted Services	93,960.00	3,365.00	22,047.67	23%	71,912.33
7000 · Staff Development & Fundraising					
7405 · Training/conferences	2,000.00	321.44	942.38	47%	1,057.62
7800 · Travel/Meals	1,538.00	130.18	748.82	49%	789.18
8600 · Special Events Expense	3,850.00	143.14	242.58	0%	3,607.42
Total 7000 · Staff Development & Fundraising	7,388.00	594.76	1,933.78	26%	5,454.22

Community Television of Santa Cruz County
 Operating Profit Loss Budget Performance
 January
 2019

	Annual Budget 2018-19	January 2019	January Year to Date	% of Annual Budget	Amount Remaining
7500 · Operating Salaries & Benefits					
7530 · Salaries - Coworking Community Coordinator	34,000.00	3,060.59	20,801.98	61%	13,198.02
7535 · Salaries - Accountant	15,900.00	1,540.11	8,928.14	56%	6,971.86
7542 · Salaries - Media Services Coordinator	50,000.00	4,687.63	30,539.03	61%	19,460.97
7585 · Salaries - Government Technicians	19,690.00	1,396.41	9,699.02	49%	9,990.98
7589 · Salaries - Extra Help Trainers, Technicians	10,000.00	109.97	1,024.44	10%	8,975.56
7621 · Payroll Taxes	12,000.00	1,495.08	6,819.08	57%	5,180.92
7635 · Workers Comp	2,012.00	0.00	218.00	11%	1,794.00
7630 · Health/Dental/Vision	12,000.00	2,651.65	6,955.77	58%	5,044.23
7632 · Severance/Vacation Payouts	4,500.00	0.00	0.00	0%	4,500.00
Total 7500 · Operating Salaries & Benefits	160,102.00	14,941.44	84,985.46	53%	75,116.54
TOTAL EXPENSES	288,400.00	20,747.08	123,211.43	43%	165,188.57
NET INCOME/LOSS	0.00	21.35	31,363.43	20.3%	

Community Television of Santa Cruz County

BALANCE SHEET As of January 31, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1010 Checking-SCCCU	5,959.79
1015 PayPal Checking-SCCCU	4,090.02
1020 Savings-SCCCU	26,557.50
1021 Petty Cash Fund	75.88
1070 CD 12 month Cert SCCC	48,145.84
1075 Checking - Lighthouse Bank	898,442.97
1080 Savings - Lighthouse Bank	503.71
1099 Cash Box	0.00
Total Bank Accounts	\$983,775.71
Accounts Receivable	
1114 Temp A/R	0.00
1115 Accounts Receivable	133,039.60
1116 Grants Receivable	0.00
Total Accounts Receivable	\$133,039.60
Other Current Assets	
1117 A/R - Temp. Restricted	0.00
1125 County Reserve Acct. Restricted	0.00
1200 Prepaid Insurance	
1201 Health	0.00
1202 Accident	0.00
1203 Crime Coverage	0.00
1206 Workers Comp Deposit	0.00
1209 Liability / D&O (SLIP)	0.00
1210 Property Liability (SPIP)	3,907.95
Total 1200 Prepaid Insurance	3,907.95
1260 Prepaid Expenses	24,605.00
1300 PFG Common Stock	4,931.00
1400 Undeposited Funds	0.00
Total Other Current Assets	\$33,443.95
Total Current Assets	\$1,150,259.26
Fixed Assets	
1600 Production Equipment	776,969.81
1700 Accum Depr-Production Equipment	-493,235.15
Total 1600 Production Equipment	283,734.66
1620 Office Furniture/Equipment	99,615.17
1720 Accum Depr-Furniture/Equipment	-83,663.58
Total 1620 Office Furniture/Equipment	15,951.59
1625 Leasehold Improvement	188,719.87
1725 Accum Depr-Leasehold Improv.	-114,773.76
Total 1625 Leasehold Improvement	73,946.11

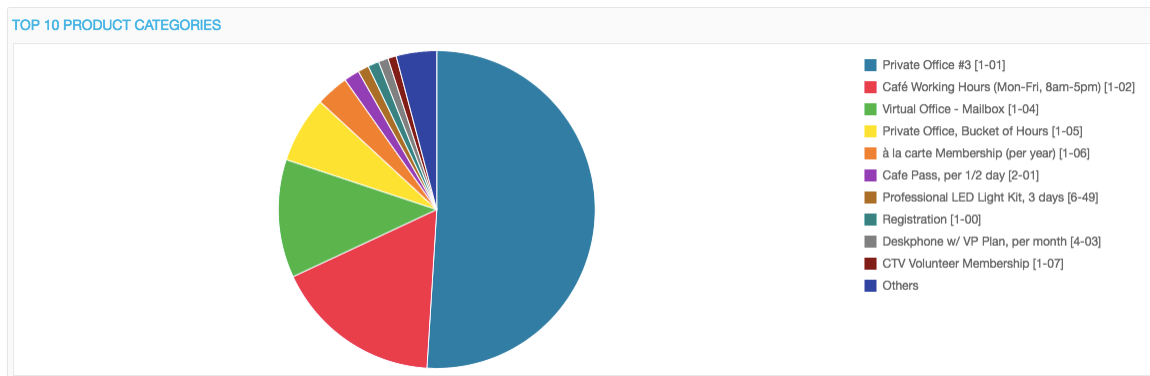
	TOTAL
1670 Broadcasting Equipment	28,933.89
Total Fixed Assets	\$402,566.25
TOTAL ASSETS	\$1,552,825.51
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	-3,318.03
Total Accounts Payable	\$ -3,318.03
Other Current Liabilities	
2110 Sales Tax Payable	0.00
2111 Sales Tax (Manual entry)	0.00
2140 Accrued Vacation	2,283.20
24000 Payroll Liabilities	1,034.98
CA PIT / SDI	188.39
CA SUI / ETT	-262.08
Federal Taxes (941/944)	2,400.39
Total 24000 Payroll Liabilities	3,361.68
Board of Equalization Payable	0.00
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$5,644.88
Total Current Liabilities	\$2,326.85
Long-Term Liabilities	
2400 Business Equipment Loan 33736	1,840.36
Total Long-Term Liabilities	\$1,840.36
Total Liabilities	\$4,167.21
Equity	
3000 Opening Bal Equity	0.00
3015 Net Assets-Temp Restricted	0.00
3900 Retained Earnings	675,050.68
3905 Retained Earnings - Capital Reserves	641,463.55
Net Revenue	232,144.07
Total Equity	\$1,548,658.30
TOTAL LIABILITIES AND EQUITY	\$1,552,825.51

1. Administration

- Financial

Coworking

- The Coworking center is in profit. We earned over \$12,000 in February.
- 6 new companies/individuals joined in February
- About 50% of our income is generated by Private office use. The other half comes from a number of categories. They all add up!
- Virtual Offices (mail boxes) brought in \$1069



Paid Services

- Government Meeting Services
 - CTV provided coverage for 17 meetings in February.
- Documentation Service
 - We did SCCAL Wrestling Championships this month.
 - We have another production scheduled for March
- CMAP Government Meetings / Programming
 - Victor is transitioning the management of CMAPs government meetings back to CMAP.
 - CTV is still working on the programming of CMAP's channel.
- Professional Studio production in in the works

- Staff
 - Two of our Government Technicians have departed.
 - Victor has hired and is training one new Technician now. He hopes to hire one more soon.

2. Equipment / Facilities: Building

- Internet
 - The process has begun to bring fiber to our building.
 - Currently we are waiting for a permit which is expected in March.
- “One Button Studio”
 - An audio technician has built and installed acoustic panels.
 - The green screen has been installed.
 - We are awaiting the other backdrops.

3. Communications

Publicity

- Ian Berry, our Community Coordinator held a First Friday event this month. We had a good turnout. Lots of new faces.
- Ian is putting a schedule together for the rest of the year
- The February event featured mosaic artists
 - The Mosaic Artists of Santa Cruz (MASC) have their colorful pieces on display all month.
 - Don't miss the giant banana slug in the lobby.
-
- Having people in for art exhibits give us an opportunity to show off the coworking center as well as the CTV Studio and equipment.
- At the First Friday events in January and February, Ian introduced everyone to Virtual Reality.
 - Our Vive was set-up in the studio. Guests had a great time playing with the blue whale, jelly fish and sea anemones.