



325 Soquel Avenue
Santa Cruz, CA 95062

BOARD OF DIRECTORS
SPECIAL Meeting
August 17, 2020
5:00 P.M.
Zoom On-line Meeting

****PLEASE NOTE****: Due to public health orders related to the current COVID-19/Novel Coronavirus outbreak, this meeting will be held virtually using the Zoom online platform. To participate, please download the zoom app and join the meeting at: <https://zoom.us/j/91379144666> or join by phone: +1 669 900 6833 (Meeting ID: 913 7914 4666)

A G E N D A

1. Roll Call

Maitreya Maziarz (Chair), Joe Hall, Mathilde Rand, Tom Manheim, Larry Laurent, Janis O'Driscoll, Guy Lasnier, Elizabeth Shaw, Keith Gudger

[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.

REGULAR AGENDA

4. Appropriation of Funds for Lease of Captioning Equipment *

5. 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
SPECIAL Meeting
August 17, 2020
5:00 P.M.
Zoom On-line Meeting

A G E N D A

1. Roll Call

Maitreya Maziarz (Chair), Joe Hall, Mathilde Rand, Tom Manheim, Larry Laurent, Janis O'Driscoll, Guy Lasnier, Elizabeth Shaw, Keith Gudger

[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.



**41551 West 11 Mile Rd
Novi, MI 48375-1803**

QUOTE

Number DADQ3246-A
Date Aug 6, 2020

Sold To Community TV of Santa Cruz County Becca Reed NEW EnCap4 -30hr w/ CC Card Santa Cruz, CA Phone: 408-315-9302 Email: Becca@communitytv.org	Ship To Community TV of Santa Cruz County Becca Reed NEW EnCap4 -30hr w/ CC Card Santa Cruz, CA Phone:408-315-9302 Email: Becca@communitytv.org	Your Sales Rep Gilbert Felix International Sales Manager Phone: +1 248.827.4440 ext 203 Email: gilbert@enco.com Exp: 8/31/2020
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#	Part	Description	List Price	Your Price	Ext. Price
enCaption 4					
1	enCaption 4 UpFront	Initial setup and configuration for all enCaption builds and usage amounts, includes up to 2 hours of remote Training	\$1,795.00	\$1,615.50	\$1,615.50
12	enCaption 4 30	Price is per month of enCaption4 usage. Includes Hardware, Software, and Support. Limit of 30 hours a month, fee of \$995.00 per month, if you go over \$35.00 an hour for overage. This is a 12 month lease contract	\$995.00	\$995.00	\$11,940.00
Section Total:			\$13,555.50		

OPTIONAL					
CLOSED CAPTION ENCODER					
12	CC ENCODER CARD	Closed Caption Encoder Card - Monthly Recurring Charge (MRC) This a 12 Month Lease	\$495.00	\$295.00	\$3,540.00
Section Total:			\$3,540.00		
<i>NOTE: Special Closed Caption Card Promotion for NEW PEG Clients</i>					

ORDER SUMMARY

Terms and Conditions: Hardware carries a one-year warranty unless specified otherwise. Purchase price includes technical support as noted; if parent system is not under support, new products are not under support. Technical support does not cover installation or configuration of covered items on non-ENCO provided and/or out of warranty hardware; this support will be subject to hourly billing. Shipment is FOB Southfield, MI and not included in totals. Applicable tax will be added to final invoice amount. Hardware installation, facility wiring, etc. is expected to be completed in advance of onsite training. Software is non-refundable. Hardware is refundable only for the first thirty days if accompanied by an RMA number and subject to a 20% restocking charge. Onsite travel related expenses may be billed separately. All non-check/cash payments are subject to a 3% convenience and processing fee. Quote is valid for thirty (30) days from date of issue unless specified otherwise.

Downpayment:	\$2,905.50
Yearly Lease Price:	\$ 15,480.00
Monthly Lease:	\$1,290.00

I, the undersigned, have read, understand, and accept the terms and conditions contained in this agreement and hereby authorize purchase of the items listed in this quote and represent that I am authorized to bind the organization into this agreement.

Signature _____ Date _____