

**Community Media Center  
Board of Directors Meeting Minutes  
Tuesday, January 4, 2005**

**Meeting called to order at 6:05 pm, by Mark Smith, Board President.**

**Roll Call/Introductions**

Barnes, Chapla, Gladden, Hartel, Jarlsberg, Marshall, Nicholson, Schmit, Smith, Wall.

Absent – Beery, Beyer, Kelly, Wickering.

Ex-Officio present – Koning.

Ex-Officio absent – CTAF, Comcast, GRPL, City of Grand Rapids.

Guest – None.

Staff – Lillie Oliver, CMC Office Manager.

**MOTION 1/4/05-1 Approval of Agenda**

Nicholson **MOVED** for approval of January 4, 2005, Agenda, Chapla **SECONDED**, **MOTION CARRIED**.

**MOTION 1/4/05-2 Approval of December 7, 2004, Minutes.**

Nicholson **MOVED** for approval, Chapla **SECONDED**, **MOTION CARRIED**.

**Executive Director Report**

- Capital Campaign Cabinet being put together, first meeting scheduled for January 27<sup>th</sup>. Designing materials, graphic's and video to support the effort.
- Fifty percent yes return rate from individuals agreeing to serve as Capital Campaign Cabinet members, will notify Board when the final Cabinet member list is completed.
- Contract with the City regarding wireless internet design and deployment going well. Stay up to date on what's occurring visit the website address at [grhotzone.net](http://grhotzone.net).
- City doing three demonstrations end of this month on projects testing end to end.
- Print Catalyst will be coming out shortly, February 1<sup>st</sup> copy deadline.
- Draft of Volunteer Management program ready to review from December 4 executive session. Using current staff personnel policy with some minor changes. 'To treat our volunteer the same as staff when it comes to discipline'.
- Janet Zahn on behalf of ROC did some research on the Internet and found a half dozen volunteer 'Bill of Rights' and has crafted them down to a single example to

- be presented to ROC. Rights and Responsibilities as a volunteer what you can expect from the organization and what you should provide to the organization as a volunteer will be eventually presented to the Board to vote on as a policy.
- The Business Journal had a nice story about CMC's efforts with Wealthy Theatre.

**Wealthy Theatre Issues:**

**Motion 1/4/2005-3, Motion for Acquisition of Wealthy Theatre Assets and Liabilities. (November 9, 2004, As amended January 4, 2005).**

**Motion amended by John Hartel**

Whereas the Community Media Center (CMC) has the mission to build community through media and media through community and,

Whereas the CMC needs apace in addition to its Bridge St. location and,

Whereas the board of the Wealthy Theatre Inc. has invited the CMC to acquire the wealthy theatre and its annex building and,

Whereas the CMC has completed an exhaustive due diligence process and,

Whereas several key donors and foundations have made generous lead gifts to facilitate the acquisition,

Therefore be it resolved that the Community Media Center Acquire the Assets and Specifically Disclosed Liabilities of the Wealthy Theatre, as set forth in Inventory Statements and Liability disclosure statements through today, for the sum of \$492,000 pursuant to a Standard Commercial Buy-Sell agreement prepared by counsel for the Community Media Center and to be executed on behalf of the Community Media Center by its Executive Director which shall be contingent upon the CMC acquiring a legally enforceable commitment to the full acquisition price prior to closing and upon completion of the ordinary and customary title searches and environmental assessments with a closing to take place as soon as practical in the first half of 2005. Jarlsberg  
**SECONDED, MOTION CARRIED.**

**Standing Committee Assignments and Reports:**

### **Operation Oversight- ED Review/ Marshall**

- Committee will meet 1/26/05 at Sundance Grill 7:30 am.
- James Walker will attend Wealthy Street association meetings.

### **External Relations/Jarlsberg**

Executive Director will follow –up with program directors on how evaluations are handled. Stock surveys and evaluations to be mailed to members.

### **Planning and Development/Hartel**

Committee will meet January 18, 2005.

Review process underway; please send ideas comments to committee for recommendation.

### **New Business**

None.

**Next Board meeting (Tuesday, January 8, 2005) @ 6 pm, Wealthy Theatre.**

### **MOTION 1/4/05-4 Adjournment**

Nicholson **MOVED** to adjourn Jarlsberg **SECONDED, MOTION CARRIED 6:55 pm**

### **Team Members Reference:**

**Planning and Development:** Larry Beery, John Hartel, Kim Beyers.

**Community Relations:** Louis Barnes, Jessica Gladden, Mary Kelly, Deb Wickersham  
Jan Jarlsberg, Rick Chapla, Rick Nicholson.

**Operation/Oversight:** John Schmit, Steve Marshall, Mark Smith, Beverly Wal.

**President** \_\_\_\_\_

**Recording Secretary** \_\_\_\_\_

**Meeting Minutes taken and prepared by Lillie Oliver, Office Manager.**