

Community Media Center
Board of Directors Meeting Minutes

Tuesday, October 4, 2005

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

Roll Call/Introductions

Beery, Beyer, Chapla, Goodwin, Jarlsberg, Koning, Murphy, Schmit, Smith, Wall, Wickersing, Williams.

Absent – Renee Williams, Daniel Castro.

Ex-Officio present – Peterson, CMC Acting Executive Director.

Ex-Officio absent – Comcast, GRPL, Koeze (excused), City of Grand Rapids; Stella (excused), CTAF.

Staff present – Linda Gellasch, CMC Financial Coordinator, Lillie Oliver, CMC Office Manager.

Guest – Clay Cameron

MOTION 10/4/05-1 Approval to Amend October 4, 2005 Agenda.

Murphy **Moved** for approval, to amend agenda under New Business: Arts Council Grant Application, liquidation of stock given as a contribution, Board appointment replacement for Jessica Gladden. Chapla **Seconded, Motion Approved.**

MOTION 10/4/05-2 Approval of September 6, 2005 Minutes

Wall **Moved** for approval as written, Wickersing **Seconded, Motion Approved.**

Financial Report/Gellasch

See written report October 2005.

Beene Garter will present Audit at November meeting.

Executive Session/Audit

Defer discussion until Board takes action on agenda item regarding new Board member.

Acting Executive Director Report/Peterson

(See written report October 4, 2005).

Capital Campaign Report/Ginger Koning

- 1.) Capital Cabinet & most recent meeting: A.) Entering Phase II. B.) Peter Wege has agreed to Honorary Chairperson. C.) New cabinet members, special gifts – Bert Bleke, Bob Goodrich, Helen Lehman and Win Irwin. D.) Business Division Kevin Murphy, Jeannine Lemmon (potential). E.) Project materials being finalized.
- 2.) **Total to Date:** \$991,110.00, includes recent grant awards: Sebastian Foundation Grant for \$50,000.00, Amos Fund of the Homeyer family \$7,000.00.
- 3.) **Divisions:** Campaign is divided into these divisions: A.) Family Division –
1.) This is a critical component to be considered for a Kresge Foundation Grant. \$300,000 is requested. They require a financial-stretch from the Board as a demonstration of the importance of the campaign. 100% of the staff has pledged/contributed. Koning reported 100% participation by the Board, though we still need commitment paper work from 2 members. This is a three-year campaign, this can be considered when making pledges 2.) The Capital Cabinet has been sent letters asking for their financial commitment to the campaign. B.) Foundation Division – Grants are pending at: 1.) Recent grant awards include Sebastian Foundation (\$50K, exactly what we requested) & the Amos Fund. 2.) Peter Wege has agreed to a greater gift with the monies going toward building structural upgrades. This will hopefully help in LEEDS certification (another + for Kresge). C.) Special Gifts Division – Any individual or business that is capable of contributing \$5,000.00 or more. A list has been compiled and cabinet members will be approaching these individuals and organizations in the near future. The Campaign Cabinet would appreciate notification of any additional contacts Board members may have. D.) Dirk Koning Memorial Garden - Penny and John Pestle will be leading a team of interested parties. While in the preliminary phases, there is a great deal of interest in this part of the project. Randall Jelks encouraged dialogue begin with the neighborhood for their input and support. Potential donors include those closest to Dirk, groups he worked for and with, as well as access/media centers around the country and world.

Jarlsberg volunteered for involvement with the Neighborhood Committee for Dirk Koning Memorial Gardens.

New Business

Motion 10/4/05-3, Mini Grant

Murphy **Moved** for Board endorsement of application for mini grant to produce 'Real Thing Film Festival' Jarlsberg **Seconded, Motion Carried.**

Motion 10/4/05-4, Stock Liquidation

Schmit **Moved** for approval Board adopt Resolution upon receipt of stock as a gift to immediately liquidate converting to cash, Koning **Seconded, Motion Carried.**

Motion 10/4/05-5, Board Member Appointment

Jessica Gladden is moving to Hawaii and has resigned, leaving one Board position open.

Koning **Nominates** Clay Cameron, Goodwin **Seconded,** replacing Gladden to fill remaining term ending July 2006. **Board Approved.**

Motion 10/4/05-6 Executive Session – Audit 6:50 pm to 7:10 pm.

Wickering **Moved** board go into Executive Session with the Finance Director and Acting Executive Director present to explain the context. Jarlsberg **Seconded, Roll Call Vote:** Smith, yes; Cameron, yes; Wickering, yes; Goodwin, yes; Beery, yes; Williams, yes; Jarlsberg, yes; Koning, yes; Schmit, yes; Chapla, yes; Murphy, yes, Beyer, yes; Wall, yes. **Approved.**

Board reconvene in regular session.

Standing Committee Assignments and Reports:

Operation Oversight Committee/ Motion/Status of Executive Director Search

Schmit reported committee met after the 9/6/05 board meeting. Finalized the E.D. job description, placement for announcement of position and extended deadline for resume to November 7, 2005.

Goodwin reported Executive Director position announcement will run in the Grand Rapids Press on 10/9/05 and 10/16/05. Ad will appear in the Ann Arbor News 10/10/05, Grand Rapids Business Journal October 17th issue, Michigan non-profit News on-line October 5th, source for State of Michigan. Ad placed in Grand Rapids Times for October 7th, will contact El Vocero and El Hispanio October 5th. Announcement published in Community Media Review (CMR), out next week. Announcement will run thirty (30) days in the Chronicle Philanthropy on-line version. Job Announcements passed out at NAMAC Conference in Philadelphia.

NAMAC Award/ Goodwin

Goodwin shared prepared remarks from this past weekend at the National Alliance for Media Arts and Culture in Philadelphia, where the GRCMC received NAMAC's Biennial Award for "Outstanding Organization."

The CMC was in stellar company. NAMAC's "outstanding philanthropy" award went to George Soros's Open Society Institute, which has supported the Youth Media Program. The CMC is also a participant in that program. And NAMAC's "Outstanding Media Artist" award went to multiple Emmy award-winning PBS producer and documentarian Arian Loni Ding. At Chuck's request, Alliance for Community Media Executive Director Anthony Riddle presented the award to the CMC.

Community Relations/Wickering

- Proto type of Capital Campaign pledges card presented to the Board that members can take when attending various functions/or for mailing following attendance of an event, due to a typo cards will have to be reprinted.
- Looking for a list of political, culture and non profit events held each month.
- September Events – United Way, Women's Leadership Council, Koning attended.
- Up Coming Autumn Events.

Planning and Development/Beery

- CMC Annual Board Retreat, November 5, 2005, 8:30 a.m. Conference Room, Wealthy Theatre.
- Draft of agenda reviewed with Board members. Goodwin requested Board extend presence of Linda Gellasch and Chuck Peterson at retreat.

Wealthy Theatre

See Executive Director written report October 4, 2005.

Public Comment

Murphy reported the Grand Rapids Press Club is sponsoring a 'Texas Hold-em' poker tournament Friday, November 4, 2005 to fund the Dirk Koning Memorial fund. Ginger Koning was asked to make comment at the opening.

Adjournment Motion 10/4/05-7

Murphy **Moved** for approval to adjourn, Schmit **Seconded, Motion Approved**, 8:05 pm.

Next Board Meeting Tuesday, November 1, 2005 @ 6:00 p.m. Wealthy Theatre.

Team Members Reference:

Planning and Development: Larry Beery, Kim Beyer, Rick Williams.

Community Relations: Deb Wickering, Jane Jarlsberg, Rick Chapla.

Operation/Oversight: John Schmit, Mark Smith, Beverly Wall.

President _____

Recording Secretary _____

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