

FPA BoD Minutes – 8/31/2022 @ 7:04pm

Minutes taken by Hurria S. on behalf of the Board Secretary on 8/31/2022

Minutes approved by the board on \_10-26-2022 @ 7:13pm

<b>Attendance</b>	
Members of the Board in Attendance (via electronic & phone participation)	-Isaac Asare -Ruth Bennett -Steve Mullen -Gayle Yiotis -Shu Bartholomew -Peggy Fox -Happy Garcia
Staff in Attendance (via electronic & phone participation)	-Chuck Pena -Arcelious Joyner -Jerry Ferguson -Jay Erausquin -Lisa Clarke -Maryam Shah
Members in Attendance	n/a

<b>Meeting Open</b>		
Call to order at 7:04pm	Isaac Asare (President)	-Reminder of Code of Conduct  -Acknowledgement of Conflict of Interest policy  -Accolades & Acknowledgements  Ruth: Applauds Colin, Jay and Arcelious for putting together the latest Meet & Greet.  Chuck: Acknowledges Arcelious for helping with roof leaks and the HVAC company, Jay for getting out the Member Meeting notices, Steven for posting notices, and the Engineering Department for helping with new computers.
Meeting Agenda	Isaac Asare (President)	Agenda moves forward with no changes.

Approval of 7/27/22 Meeting Minutes	Gayle Yiotis (Secretary)	Shu: Makes motion to approve minutes from July 27, 2022, as amended; Steve seconds. Motion passes.
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Staff Reports		
Executive Director	Chuck Peña	<p>The notice for the member meeting was published on August 2nd and 9th in the Washington Times. Notice of record date was posted on all building exterior doors 10 days prior to September 2nd. This year's candidates for the board are Gayle Yiotis and Colin Davies. FPA attorney David Lawrence will be present during the meeting on September 25th and Election Buddy will be used again.</p> <p>Our combined (Cox and Verizon) cable revenues for FY22 (July 2021 through June 2022) were \$2,217K compared to FY21 (July 2020 through June 2021) cable revenues of \$2,245K—an annual decrease of <u>\$28K</u> and an annual percentage decrease of <u>1.25%</u>.</p> <p>In contrast, FY21 cable revenues were \$2,245K compared to FY20 (July 2019 through June 2020) cable revenues of \$2,421K—an annual decrease of <u>\$176K</u> and an annual percentage decrease of <u>7.27%</u>.</p> <p>Peggy: Why do you think cable revenues have improved?</p> <p>Chuck: Based on recent feedback, people seem to be going back to cable to save money versus using various other services.</p> <p>The board of the Alliance Center Condo Association met and unanimously re-elected the current board president and voted to stick with current condo fees instead of raising dues for owners.</p>

Engineering	Arcelious Joyner	<p>Isaac: What is the status of taking payments online?</p> <p>Arcelious: Had a recent meeting with Rueshare and other alternatives due to the unique nature of FPA's database.</p> <p>Isaac: What is the latest progress on the FM transmitter for radio?</p> <p>Arcelious: Tests of the current transmitter do require a stronger signal, one that is set to be updated by the end of September.</p>
Outreach	Jerry Ferguson	Nothing to report currently.
Training	Jay Erasquin	<p>Some previous members who have not been around for the past few years are starting to reach out and renew lapsed memberships.</p> <p>Feedback has been received regarding the Podcasting and Studio D classes, but no registrations yet.</p>
Production	Lisa Clarke	All elements and information that are needed to prepare for the upcoming meeting should be sent in by September 19th.
Programming	Maryam Shah	Submission numbers are holding steady. Programming Director also was able to acquire a profile of Cesar Chavez for Hispanic Heritage Month.
Office Manager	Rocio Lopez (Steve Mullen reporting)	Office operations expenses down \$5K from LY largely due to Arcelious keeping the Engineering costs down. Marketable securities down due to current market conditions. Accounts receivable down. Fixed assets are up due to ongoing projects. For the first month of the fiscal year an accrual is used to make projections until revenue checks are received. Interest dividends and capital gains are more than the previous year, largely due to investments.

<b>Committee Reports</b>		
Finance Committee	Steve Mullen	Annual "Open the Books Day" with auditor Dan Burnette will be on either September 9th or 16th.
Performance Management	Gayle Yiotis	Nothing to report currently.
Membership Development	Ruth Bennett & Colin Davies	Latest Meet & Greet went well thanks to Colin, Jay and Arcelious; overall very pleased with the results.
Outreach	Shu Bartholomew	Brought in some new members after they were featured on show.
Operations	Hurriyet Ok	n/a
Promotional Development	Peggy Fox	Would like to decide what is outreach versus promotion and what direction to take.
COVID Transition	Happy Garcia	Nothing to report currently.
Executive Committee	Isaac Asare	Nothing to report currently.

<b>Meeting Close</b>	
Unfinished Business	<p>Isaac: Looking to move outreach plan over to a committee in order to create a measurable plan. The board spent approximately 40 minutes discussing outreach goals and plans.</p> <p>Peggy: Moves to limit board meetings to under 2 hours with a preference to 1 hour; Gayle seconds. Isaac amends motion to have board vote after 1 hour to extend the meeting if needed; Gayle seconds. Motion passes.</p>
New Business	n/a
Confirm Future Meeting Dates	Next meetings are on 9/25/22 and 10/26/22.
Adjournment	Gayle: Moves to adjourn the meeting, Happy seconds. Meeting is adjourned at 8:45pm.