

FPA BoD Minutes – 3/30/2022 @ 7:06pm

Minutes taken by Hurria S. on behalf of the Board Secretary on 3/30/2022

Minutes approved by the board on April 27, 2022 @ 7:10pm

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

<b>Meeting Open</b>		
Call to order at 7:06pm	Isaac Asare (President)	-Reminder of Code of Conduct  -Acknowledgement of Conflict of Interest policy  -Accolades & Acknowledgements  Ruth: thanks to Engineering, Chuck, Jay and Maryam for the Meet & Greet support.  Peggy: thanks to Ruth for putting together the Meet & Greet event.  Shu: thanks to the entire staff, along with Jeremy and Maryam for assistance.
Meeting Agenda	Isaac Asare	Change to agenda to allow Rocio to report after

	(President)	Chuck.
Approval of 2/23/22 Meeting Minutes	Gayle Yiotis (Secretary)	Steve: makes motion to approve minutes from February 23, 2022, as amended; Shu seconds. Motion passes.

Staff Reports		
Executive Director	Chuck Peña	<p>Virginia Department of Labor and Industry has issued a new standard, stating employers cannot illegally terminate the employment of employees for refusing to wear facemasks. Neither, can employers require their “customers” to wear facemasks. Legal counsel advised to accept the new standard and masks can no longer be mandated for employees or members. An email was sent to FPA employees, advising them that wearing facemasks is no longer required, but is strongly encouraged. A second email, sent to all FPA members, announced the same. I removed all signage, in the FPA building, that had stated wearing facemasks is required, and posted new signage, stating wearing facemasks is strongly encouraged.</p> <p>FPA and other Alliance Center 2929 Eskridge Road building unit owners are experiencing roof leakage. Roof repairs must be done, or Eerie Insurance will no longer provide coverage for the roof or damage caused by roof leaks. Several proposals for roof replacement and roof coating were received. The lowest quote is \$320K for roof coating. \$360K is available in our association’s reserves. The association board has agreed to go with the coating option above.</p> <p>In recognition of Women's History Month 2022, a special collection of films is being presented over FPA channels. The collection includes my 2018 Women's</p>

		<p>History Month presentation of numerous films by female experimental filmmaker Maya Deren. This collection of films features original commentary, produced at the FPA studios, by Professor Giovanna Chesler, director of the George Mason University Film and Video Studies Program (currently on sabbatical).</p> <p>The collection also includes my previously presented collection of historic films on women working in the war industry, during World War II, including <i>The Hidden Army</i> (1944), <i>Women on the War Path</i> (1941), <i>Women in Defense</i> (1941), and <i>Rosie the Riveter: Women Workers in World War II</i> (produced by the Library of Congress).</p> <p>Additionally, Maryam is presenting films acquired by her, including <i>Salomé</i> (1923), starring and produced by female filmmaker Alla Nazimova, which achieved cult status and became a feminist film milestone, and in 2000, the film was selected for preservation, in the United States National Film Registry, by the Library of Congress as being "culturally, historically, or aesthetically significant."</p> <p>Maryam also acquired <i>Where Are My Children?</i>, written and directed by Lois Weber, Hollywood's first female director.</p> <p>Further, Maryam acquired, for its first time presentation on FPA, the film noir classic, <i>The Hitch-Hiker</i> (1953), the first mainstream American film noir to be directed by a woman, Ida Lupino, who also co-wrote the script.</p>
ineering	Arcelious Joyner	<p>Studio D podcast is built, waiting on desk to arrive and equipment is set up in the engineering department for testing.</p> <p>Attending NAB from April 23-27 and will have meetings scheduled with many vendors including Sony, Cannon and more. Next report will include key takeaways from the exhibit.</p> <p>CueIT teleprompter script has been installed, with good responses from members and staff.</p> <p>Isaac: does FPA have a Steadicam for members?</p> <p>Arcelious: vendors for equipment will be at the conference and is a highly sought-after skill if</p>

		<p>trained properly.</p> <p>Peggy: will FPA be able to become a Podcast host?</p> <p>Arcelious: currently in discussion with Maryam over the potential cost of hosting, including certain streaming regulations FPA must adhere to.</p>
Outreach	Jerry Ferguson	<p>Many more in-person events are happening more often so will be conducting more shoots.</p>
Training	Jay Erausquin	<p>We have had GoPro Cameras for at least five years.</p> <p>Steven has been working on a digital flipbook for the Gobos and the props for members to access, and plan on doing similarly for the equipment.</p> <p>The past two months we have not lost members and have gained instead.</p> <p>Will be working with Lisa on the tutorial for the Whisper Room; not ready to release it to the membership yet.</p> <p>Hurriyet: what model GoPro cameras do we have and what certifications are needed?</p> <p>Jay: they were part of the field equipment class and were not being checked out. We can bring in newer models if the members are interested in using them.</p> <p>Isaac: does the Whisper Room require certifications for use?</p> <p>Jay: there will be a certification course for the Whisper Room for members to use it.</p>
Production	Lisa Clarke	<p>Report is provided and there is currently no consensus in Lisa's committee.</p>
Programming	Maryam Shah	<p>Acquired The Hitch Hiker this year to add to</p>

		<p>Women's History Month lineup.</p> <p>Renewals will be sent out in the next week.</p> <p>Katie Donovan started as the new Programming Coordinator this week.</p> <p>Numbers for February look hopeful as they are slightly rising as noted, along with the new addition of web search results.</p> <p>Working with PR Committee to institute previously discussed changes to social media.</p> <p>Regarding being a podcast host, the Digital Millennium Copyright Act (DMCA) applies to podcasting and the recommendation is to not play copyrighted music to keep podcast hosting costs down.</p>
Office Manager	Rocio Lopez	<p>Cox total income down \$860 from last year (LY) and received \$193K in 2<sup>nd</sup> quarter. Verizon total income down \$5K from LY and received \$392K in 2<sup>nd</sup> quarter. Cox and Verizon total is \$575K for the 2<sup>nd</sup> quarter.</p> <p>Staff productions up \$6K, office rental income up \$11K, training income up \$6K, salaries and benefits up \$85K, interest and dividend income up \$31K, and office operation expense down \$14K. Marketable securities up \$693K, accounts receivable cable grant down \$14K, and fixed assets are up due to ongoing projects.</p> <p>Summary of Edward Jones investment funds and plans on reporting on a semi-annual basis were briefed to the board. Summary shows how the total portfolio investment is broken out. Investment decisions are made by a centralized group of investment analysts within Edward Jones. Funds have been invested for 8 years at an annual return of 5.14%.</p>

Committee Reports		
Finance Committee	Steve Mullen	Met with auditor Dan Burnett to discuss evaluating alternative investment options and Dan recommended not making changes mid-fiscal year. Will revisit options with Dan after researching other investment companies near the end of the fiscal year.
Performance Management	Gayle Yiotis	Nothing to report at this time.
Membership Development	Ruth Bennett & Colin Davies	Thanks to Peggy for finding the speaker for the Meet and Greet event and looking forward to the next podcasting Meet and Greet.
Outreach	Shu Bartholomew	Husband has joined FPA as a member and opening back up FPA is a hopeful sign.
Operations	Hurriyet Ok	Nothing to report at this time.
Promotional Development	Peggy Fox	<p>Had a Promotions Committee meeting and have decided to change the company name. The potential name will be NOVA Media Studios since it is more accurate than the existing name. Will be able to utilize the nova.org web URL and easier to promote.</p> <p>The name of the corporation will not change which is Fairfax Cable Access Corporation; however, the doing business as name can change, which is currently Fairfax Public Access.</p> <p>After a long discussion, the board was asked to come up with other ideas for a new name to vote on soon.</p>
COVID Transition	Happy Garcia	Loosening some COVID restrictions such as: using Studios A & B at the same time and raised some capacity restrictions. This is an ongoing situation and the mask mandate was lifted due to the Virginia Governor's rules.

<b>Meeting Close</b>	
Unfinished Business	Board will begin hybrid meetings starting next month.
New Business	n/a
Confirm Future Meeting Dates	Next meeting is 4/27/22 and 5/25/22.
Adjournment	Peggy: moves to adjourn the meeting, Steve seconds. Meeting is adjourned at 9:02pm.
Adjourn	