

FPA BoD Minutes - 08/30/2017 @ 7:05pm

Minutes taken by Genevieve Llamas on behalf of the Board Secretary on 08/30/2017

Minutes approved by the board on _____

Attendance	
Members of the Board	-Jim Housel (President) -Georgia Graves (Vice President) -Steve Mullen (Treasurer) -Ruth Bennett (Secretary) -Ingrid Parris-Hicklin -Kevin McFarland -Reggie Marston -Mary Gillam
Members of the Board in Attendance	-Jim Housel (President) -Georgia Graves (Vice President) -Ruth Bennett (Secretary) -Steve Mullen (Treasurer) -Ingrid Parris-Hicklin -Reggie Marston -Mary Gillam
Staff in Attendance	-Chuck Pena -Steve Ruddell -Danny Olewine -Jay Erasquin -Jerry Ferguson -Maryam Shah
Members in Attendance	-Ahmed Selim

Meeting Open		
Call to order at 7:05pm	Jim Housel (President)	-Welcome to Mary Gillam. Mary is the newest board member and was voted in during recent special board meeting. -Conflicts of interest - none -Code of conduct referenced -Accolades and acknowledgements: <ul style="list-style-type: none">• Ingrid received the final versions of her Staff Productions episodes and they were really outstanding.

		<ul style="list-style-type: none"> Ruth tried Staff Production last month and was so impressed.
Approval of Minutes	Ruth Bennett (Secretary)	-Approval of July 2017 minutes – Ruth moved to approve the July minutes. Steve M, seconded the motion. The motion passed ..

Staff Reports		
Executive Director	Chuck Pena	<p>-Verizon is going forward with an internet protocol service, so that television is available without a cable box - FPA proposed to the county that if a franchised cable operator provides video services, through any means, including internet protocol, they are still subject to provisions of the franchise, including providing fees for government, educational and public access channels.</p> <p>-The deadline to make a filing for net neutrality is midnight tonight. Over-the-top (OTT) services are not paying public education and government access fees imposed on franchised cable providers cable revenues. OTT video services compete directly against cable providers. The president of American Community Television suggested that net neutrality rules should not apply in those instances in which third parties compete directly against cable providers. The cable provider should be free to negotiate compensation from the OTT video service provider. Such OTT revenues should be subject to the same video program revenue fees imposed upon any franchised cable operator, including PEG access fees. FPA wishes to file in favor of the above revision in comments to FCC, regarding net neutrality. The board approves going forward with filing.</p> <p>-Chuck passed out a revised directors' contact list and requested corrections, if any.</p> <p>-The affidavit of publication of the 2017 FPA Member Meeting Notice that was provided by The Washington Times was passed out. FPA can send</p>

		<p>a notice of record date of the member meeting directly to all members, or FPA can run the notice for two consecutive weeks in a newspaper that is in general circulation. FPA does both.</p> <p>-A member was caught by staff watching pornography in Edit 1. Under FPA's current rules, watching pornography is prohibited only in studios. Chuck is asking the board that the rule stating that watching pornography is prohibited be amended as follows:</p> <p>SECTION IV., B., 10.:</p> <p>10. Individuals are not permitted to use studio FPA computers or network (including its Wi-Fi network) to:</p> <ul style="list-style-type: none">a. Download music, software, and applications onto an FPA computerb. To install any programs of any kind onto an FPA computerc. To view pornography <p>Georgia moved that the Board amend the policy as suggested by Chuck. Ingrid seconded the motion. The motion passed.</p> <p>-Jim suggested an action item for FPA staff to prepare a statement on the membership form that indicates that members have read and agreed to the policies in the operations manual. There is consensus among the Board members for this action item.</p> <p>-The election for two Board seats will be held on 9/24 at the Annual Member Meeting, which begins at 1:00 PM. The election runs for three hours and actually starts when a quorum of members is reached. Quorum will be 25 members.</p> <p>-The Condo Association held their annual meeting, and they are concerned about the deteriorating condition of the roof. Repairs may cost up to a quarter million dollars. If our Condo Association increases monthly association dues by 25%, it could yield \$66,000 over ten years. The association is responsible for roofing except if a unit owner modifies the roof. FPA has installed air</p>
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		<p>conditioning units on the roof, and, as such, the association is responsible for the FPA roof, except the areas directly adjacent to where FPA installed its own AC units. The board approves of voting in favor of an increase in monthly association dues.</p> <p>-A Studio C class was offered to GMU students for the 2017 Fall semester, but no students have enrolled for this year. During the 2016 Fall semester, FPA offered a Studio C class to GMU students and three GMU students passed the class, which was offered as a 400-level (senior level) Independent Study class.</p> <p>-Official notification has been sent to the County and Cox that FPA is ready to go HD.</p> <p>-Two Equipment Room technical advisors have resigned, Joe Marrero is running ads for the positions.</p>
Operations	Steve Ruddell	-The ad in The Washington Post for the Engineering vacancy has been extended. It could take several weeks to fill the open positions in Engineering and the Equipment Room.
Outreach	Jerry Ferguson	-The community impact report was finished, and Jerry will email it to the Board.
Training	Jay Erasquin	-Jay put forth the idea of Friday Night Live. During the last Friday of every month, staff and members can collaborate on planned productions. Friday Night Live would help reinforce training received from FPA classes.
Programming	Maryam Shah	-Numbers are slightly up from last year. -Programming has completed training for the HD software.

Director Reports		
Director of Finance Operation Development	Steve Mullen	-For the first time Verizon revenue is less in the latest quarterly period than it was in the same quarterly period of the previous fiscal year. Also, fiscal year revenue totals were less than in the

		<p>previous fiscal year.</p> <ul style="list-style-type: none"> -Steve mentions that at the last meeting, Jim asked if it would be possible to move cash and cash equivalents to marketable securities. Steve was able to move \$800k into Edward Jones. -The building loan remaining balance is at \$19,440 as of the end of July, and is being paid off at approx \$7,000 per month.
Director of Community Development	Georgia Graves	<ul style="list-style-type: none"> -Regional officials will be discussing capital region issues at the Gaylord. -Applications are due on 9/15 for Fairfax County Public School business partnerships. -Microsoft is hosting an event on How To Connect Via LinkedIn at the Greater Reston Chamber of Commerce on 9/7. -Executive business women in the Dulles Regional Chamber have meetings every month. -There will be a Hispanic business reception at the Dulles Regional Chamber on 9/28. -Chris Brown will speak about changes at the Udvar-Hazy Center on 9/14. -Plane pull will take place on 9/23.
Director of Promotional Development	Ingrid Parris-Hicklin	<p>Events Attended:</p> <p>8/18/17 - Attended DCTV Media Mixer: Meet the Producers</p> <p>Upcoming Events:</p> <p>8/31/17 Guest on the Frankly Speaking with Tyra G radio show at FPA, the theme is Dreams Can Come True.</p> <p>9/20-24/17 Attending Congressional Black Caucus Foundation, 47th Annual Legislative Conference</p> <p>9/21/17 Attending Inaugural Legislative Luncheon ~ Saluting Links On the Hill, Marriott Marquis, 901 Massachusetts Avenue, NW, Washington, DC</p> <p>9/25/17 Moderator for Going Places: Safe Driving as You Age, Health Panel, NV Rides, Beatley Central Library,</p> <p>11/03/17 Master of Ceremonies for the Holiday Celebration of the BL Ultimate NOVA Business EXPO</p> <p>11/14/17 Speaker for Catholic Business Network Event</p>

Director of Internal Affairs & Operations Development	Jim Housel	<p>-Danny makes efforts to save money on purchase amounts that are approved by the Operations Committee.</p> <p>-At the last Operations Committee Meeting, \$185,636,27 worth of items was approved for purchase.</p> <p>-Some of the projects are part of keeping up with a strategic plan, and some of the projects are to address member issues.</p> <p>-Hopefully, producers will be encouraged to make use of the newer items.</p>
Director of Member Development	Ruth Bennett	<p>-Ruth is arranging for an emergency preparedness presentation for the staff on 10/24.</p> <p>-Member appreciation day is 11/14. Ruth and Jay discussed different member appreciation items. What is the budget for this event? Steve asks Ruth for an estimate to be given.</p> <p>-Ruth really likes Jay's Friday Night Live idea. She thinks it will help producers connect with crew members.</p>

Meeting Close	
Unfinished Business	<p>-Jim: The member meeting is on 9/24. There is no board meeting beforehand.</p> <p>-Georgia moved to appoint Jim as the elections officer. Mary seconded the motion. The motion passed.</p>
Add new items to next month's agenda	-none-
Confirm next meeting date	<p>- Georgia moved to adjourn the meeting. Steve seconded the motion. The motion passed.</p> <p>-The meeting adjourned at 9:18pm.</p>