

Board Members Present:

- Jim Housel
- Ayme Pointer
- Jim Southworth
- Ruth Bennett
- Kevin McFarland
- Rich Massabny
- Georgia Graves
- Steve Mullen
- Jim Burke

FPA Staff Present:

- Chuck Pena
- Steve Ruddell
- Daniel Olewine
- Maryam Shah
- Rocio Lopez
- Jay Erausquin
- Joe Marrero
- Alexander Pierson

FPA Members & Guests Present:

- Sidney Sachs
- Mike Maser
- Ahmed Selim
- Jim Girardi
- John Henkel
- Marianne Metz
- Caleb Everist - ADP
- Ashley Carlton - ADP

Jim Housel called the meeting to order, and welcomed all to the meeting. He reminded those present of the code of conduct and also reminded all to stick to the time allotted during a busy meeting. He then called for accolades and acknowledgements.

Jim H. gave an accolade to Danny Olewine for taking the minutes before the secretary arrived.

Ayme Pointer gave thanks for the food and the new business cards.

Approval of the minutes was deferred until Secretary Jim Burke's arrival.

Ayme Pointer and Jim Southworth gave their reports.

### **FPA Member Speakers:**

There was a presentation from ADP by Caleb Everist.

ADP has been meeting with Rocio, Chuck, and Steve Mullen about outsourcing our HR services to them. ADP would provide us access to an HR Business Partner, Payroll Specialist, and Loss Control Specialist as part of their proposal. They offer onsite and online trainings for HR related issues. Thirty-five onsite and two hundred online classes are available.

Ayme P asked about ownership of the materials produced if the contract is cancelled. Caleb replied that FPA will own them.

Kevin M noted that with more than twenty people on staff, FPA needs a Director of HR due to liability.

Danny O. asked if ADP assumes any legal liability for issues that may arise. Caleb replied that ADP provides legal advice as it relates to HR, but does not provide legal services.

Jim S. asked for specification on the commitment entailed in adopting ADP. Caleb replied that the commitment is month to month.

**MOTION** - Georgia moved to move forward with project. Ruth seconded.

It was suggested that the BoD vote via email in one week, after everyone had become more familiar with the materials provided by ADP.

Jim H. noted that the vote would be called by 7pm on Wednesday, August 6

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Mike Maser spoke next. He addressed the board about the statements on the handout provided to the board. The board decided to inform him about its decision concerning his situation after a vote took place during executive session.

Sidney Sachs addressed the board. He requested that there be a policy that if there is any malfunction with equipment, that the producer be notified ahead of time. Danny noted that the practice is already in place, and that the problem Mr. Sachs had was unrelated to current problems with the camera.

He also addressed an issue with a program that recently aired that had an anti-Semitic slant. This is something that has come up in the past; Jim H. pointed out that the issue had been addressed several years ago with legal counsel, who said that we cannot discriminate against such programs, as long as they are not violating FCC rules. We cannot show a difference in treatment between one show and another, based on a program's content. We have some discretion as to times on the air and air-time, but that cannot be based on the program's content, unless the content is indecent.

The February and June meeting minutes were approved unanimously.

Missing minutes from 2013 were transcribed by staff and sent out recently.

### **Staff Reports :**

Chuck Pena - Executive Director

Chuck went over his report. Highlights :

Joe Marrero will begin to provide a report on the equipment room for the board.

New hire is Ramon Williams, a part time equipment room Tech advisor.

Melanie Ng is moving on from her part time training coordinator position.

Excess equipment sales will take place on weekday nights no earlier than 7:00 p.m., to allow access for members.

Summer camps are in full swing.

The Mosaic Center will provide parking passes to townhouse owners and guests to park in the Mosaic Center's decks. This will benefit FPA because we are closest to those townhouses.

Office rentals : Right now there's a glut; we have someone coming to look at one of the rentals tomorrow.

Freedom.org : has formed an alliance with American Community Television. Chuck will discuss the importance of this in executive session.

Replacement cost to the building : Our insured limit is slightly above our replacement cost.

Cox is continuing to use paid production services here at FPA.

Chuck noted the possibility of forming a television producers guild.

Chuck has begun to participate in Leadership Fairfax.

Steve Ruddell - Operations

Steve discussed the various jobs done during the recent hiatus

Jim S. discussed the air conditioning in the studio. Some problems with the AC in master control caused some adjustments to be made.

Danny Olewine - Engineering

New touchscreen is up in the conference room; the table will be hooked to it in the near future.

Joe Marrero - Equipment room

Joe presented his report.

Jerry Ferguson - Development

Jerry presented statistics on membership, and class certification for radio and television.

Jay Erausquin - Training

Jay presented his report.

Membership is steadily increasing. Since Melanie is leaving, Jay is hoping to find a replacement quickly.

Maryam - Programming

Maryam presented her report.

Rocio - Finance

Highlights - fourth quarter payments from Cox and Verizon have been received.

Rocio presented her report.

**Director's reports :**

Steve Mullen - Finance

Steve presented a brief report.

Kevin McFarland - financial development

Kevin gave a trimester report on the money management accounts.

Georgia Graves - Community development

Georgia highlighted important gatherings coming up.

**Motion :** Jim H. gave a motion to fund the plane pull at Dulles on Sept. 20. Jim S. seconded. The motion passed unanimously with two abstentions.

Unfinished business : Jim H. mentioned the Personnel Manual, which will need to be modified to reflect new changes.

There was no call for new business.

The meeting adjourned at 9:20.