

**NORTH SUBURBAN ACCESS CORPORATION
MINUTES
December 3, 2009**

I. Call to Order

President Hal Gray called the meeting to order at 7:32 pm at the CTV North Suburbs Roseville facility.

II. Roll Call

The following Board Members were in attendance:

Craig Wilson, Arden Hills
Rick Montour, Little Canada
Mark Beer, Alternate, Mounds View
Mary Burg, New Brighton
Steve Beilke, North Oaks
Dan Roe, Roseville
Hal Gray, St. Anthony
Blake Huffman, Shoreview

Others Present:

Coralie Wilson, Executive Director
Tim Domke, Operations Manager
Patrick Cook, Senior Project Manager
Patricia Doocy, Office Administrator

III. Approval of Agenda

Mr. Beilke moved, seconded by Mr. Montour, to approve the agenda. The motion was approved unanimously.

IV. Approval of Minutes

Mr. Roe had a correction to the November minutes. He said, the budget summary should read "including the moving expenses in the budget" rather than "taking the moving expenses out of the budget." Mr. Roe moved, seconded by Mr. Huffman, to approve the minutes of the November 5, 2009, meeting as amended. The motion was approved unanimously.

V. Reports

A. Executive Director

Ms. Wilson reported that, at the November meeting, the Board approved a technical services agreement with Ramsey Washington Communications Commission and, at this time, the City of Maplewood and the City of North St. Paul have agreed to begin web streaming services.

Ms. Wilson announced the Building Committee met on November 30th and are making arrangements to tour facilities and have another meeting. She said the plan is to have a recommendation at the January meeting.

Ms. Wilson explained that the Community Television Advisory Committee (CTAC) that was formed by the Board is considering some changes from a formal meeting structure to a quarterly meeting with a training event. She said a proposal will be presented to the Board in early 2010.

B. Operations Manager

Mr. Domke referred to a letter he received recently from Ken Roberts of the Sheldon Theatre Brass Band from Red Wing, Minnesota, praising the staff and volunteers for their professionalism on the shoot. The letter included a donation check to be used towards new microphones for CTV.

Mr. Domke reported that CTV worked with the Home Care Association in November by taping a two-day conference. He further stated the Association is now interested in coming into the studio to produce a series of shows. Mr. Domke said this shoot was made possible by the help of the interns that are funded through the Commission Scholarship funds.

Mr. Domke announced that Santa Call-In takes place this Tuesday at the Guidant John Rose Oval. He urged the Board Members to call in with their Christmas lists.

C. Senior Project Manager

Mr. Cook reported that CTV will be live web streaming the Midway Speed Skating Club USA Cup II event at the Guidant John Rose Oval, which will result in approximately 15 hours of programming over the next two weeks.

Mr. Cook announced that in the next seven days, there are nine truck shoots. The next two Saturdays involve three truck shoots each. He also announced that CTV is covering the Shoreview Northern Lights Variety Band Concert on December 12 on the Bethel Campus. He is pleased to announce the shoot will be in wide screen this year.

VI. General Business

A. Treasurer's Report

Mr. Roe moved, seconded by Mr. Wilson, to approve the October 2009 Treasurer's report. The motion was approved unanimously.

B. Technical Services Agreement with South Washington County Telecommunications Commission.

Mr. Montour moved, seconded by Mr. Huffman, to approve the Technical Services Agreement with the South Washington County Telecommunications Commission. The motion was approved unanimously.

C. 2010 Meeting Schedule

The Board reviewed the 2010 meeting schedule.

D. 2010 Budget

After considerable discussion, Mr. Beilke moved, seconded by Ms. Burg, to adopt the 2010 Budget for the North Suburban Access Corporation as presented. The motion was approved unanimously.

VII. Announcements

Mr. Gray thanked the volunteer crew: Lee Lauer, Sarah Smith, Kevin O'Brien, Riley O'Brien, Ken Simonson, Cheryl Laurent and Kevin Schmitz.

VII. Adjournment

Mr. Beilke moved, seconded by Mr. Wilson, to adjourn the meeting. The motion was approved, and the meeting adjourned at 8:11 pm.

Respectfully submitted:

Pat Doocy, Office Administrator

Jeff Dains, Secretary Treasurer