

NORTH SUBURBAN ACCESS CORPORATION
MINUTES
August 6, 2009

I. Call to Order

Board Vice President Dan Roe called the meeting to order at 7:07 pm at the CTV North Suburbs Roseville facility.

II. Roll Call

The following Board Members were in attendance:

Craig Wilson, Arden Hills
Jeff Dains, Lauderdale
Barb Haake, Mounds View
Mary Burg, New Brighton
Steve Beilke, North Oaks
Dan Roe, Roseville
Ady Wickstrom, Alternate, Shoreview

Others Present:

Coralie Wilson, Executive Director
Tim Domke, Operations Manager
Patrick Cook, Senior Project Manager
Patricia Doocy, Administration and Human Resource Manager

III. Approval of Agenda

Ms. Wickstrom moved, seconded by Ms. Haake, to approve the agenda. The motion was approved unanimously.

IV. Approval of Minutes

Mr. Beilke moved, seconded by Mr. Dains, to approve the minutes of the June 4, 2009, meeting. The motion was approved with one abstention from Ady Wickstrom of Shoreview.

V. Reports

A. Executive Director

Ms. Wilson gave an update on the liability claim she included in her written report. She received a letter from Mounds View School District passing on the claim, which was turned over to the League of Minnesota Insurance Trust. In answer to Mr. Beilke's question, Ms. Wilson said, at this point, she has no knowledge of the injuries or what is being asked for in the claim.

B. Operations Manager

Mr. Domke reported CTV is in full swing with the Video Kids Camp, a summer camp program for youth.

He also reported CTV staff has begun production on two video production contract projects, one with Minnesota Department of Health and the other with The National Guard.

C. Senior Project Manager

Mr. Cook reported he and Ms. Wilson met with representatives from SPNN, TPT and ECHO. ECHO is a program that furnishes PSAs and short programs on health issues in different languages.

Mr. Cook thanked Intern Ryan Kroll publicly for his ability to unlock the power in the computers to render video faster. Mr. Cook said that is a feature CTV will use in the future.

Mr. Cook announced the web streaming is now in H.264, which is a different version of MPEG 4, which means a bigger and clearer picture.

VI. General Business

A. Treasurer's Report

Mr. Dains moved, seconded by Ms. Wickstrom, to approve the May 2009 Treasurer's report. The motion was approved unanimously.

Mr. Dains moved, seconded by Ms. Wickstrom, to approve the June 2009 Treasurer's report. The motion was approved unanimously.

B. Reschedule October Meeting

Ms. Wickstrom moved, seconded by Mr. Beilke, to approve the motion to re-schedule the October meeting of the North Suburban Access Corporation from October 1 to October 8. The motion was approved unanimously.

C. New Class Fees

Ms. Wickstrom moved, seconded by Ms. Haake, to approve the class fees as presented by staff. The motion was approved unanimously.

D. Approval of 990 Filing

Mr. Beilke moved, seconded by Ms. Wickstrom, to approve the 2008 IRS Form 990. The motion was approved unanimously.

E. Sales Tax Issue

Ms. Haake moved, seconded by Ms. Wickstrom, to authorize staff and legal counsel to appeal the June 2, 2009, ruling from the Department of Revenue.

F. Discussion – Options for a New Facility

Staff reviewed current options for a new facility and discussed additional possibilities.

VII. Announcements

Ms. Wickstrom thanked CTV staff and volunteers for filming the Slice Of Shoreview parade.

Mr. Roe also thanked CTV for filming the Rosefest parade and other activities.

Mr. Roe thanked the crew: Riley O'Brien, Kevin Schmitz, Ben Hansen, Pat Cook, Kevin O'Brien and John Azar

VIII. Adjournment

Ms. Wickstrom moved, seconded by Mr. Dains, to adjourn the meeting. The motion was approved, and the meeting adjourned at 7:41 pm.

Respectfully submitted:

Pat Doocy, Administration/HR Manager

Jeff Dains, Secretary Treasurer