

GATe Board Minutes 12 February 2019

Present: President—Bob Zugby; Vice-President—Rev Ray Raysor; Treasurer—Frank Gervasi; Sec’y-- Rene’ Sewell-Raysor; Konrad Herling; Claude Aubert; Deb Hartwick; Maria Silvia Miller; Kellee Baker

Staff: Executive Director--Andy Zmidzinski; George Kochell; Alan Haley; Phoebe McFarb

Minutes--Approved

Treasurer’s Report--Approved

Staff Reports:

Animation—George Kochell [Report attached]

Key Performance Indicators -Alan Haley

Station Production Report—Phoebe McFarb [Report Attached]

Committee Reports:

Administration: Chair—Bob Zugby

*A discussion ensued regarding the attached **GATe Board of Directors Summary of Responsibilities**. This was prompted by a member of GATe accepting nomination to the GATe Board at the 2018 Annual Meeting but not understanding the commitment. It also codifies the responsibilities for current board members. Frank made a motion and it was seconded that we amend the document to read:

(1) Board Meetings

(b) The Chair may request immediate resignation of any member of the Board of Directors who misses more than three (3) consecutive unexcused board meetings.

With that addition, the Board moved to accept the Board of Directors Summary of Responsibilities. **Motion passed.**

Budget/Finance: Chair—Frank Gervasi-- No report

Production/Programs: Chair—Rev Ray Raysor [see Production Report]

Rev Ray reported that he was appointed by council member Calvin Hawkins to serve on the CTV Board (Prince George’s Community Television)

Development/Public Relations: Chair—Konrad Herling

Konrad thanked Claude for his photo accompanying the article he had written for Greenbelt News Review [31 Jan ‘19] “GATE Boot Camp Saturday Feb 9” and Phoebe and Andy for quotes.

Mr Geo photo-shopped article creating a nice display piece. Konrad offered to write a piece once per month/ or as needed for Greenbelt News Review [GNR].

Communications: Chair-- Claude Aubert [Report Attached]

Phoebe has made changes suggested to website and it looks more unified. Would like to include images of the staff on website. Will stay with Go Daddy as host; we have a contract with them until November 2019. No apparent advantages to switching to Telvue. Newsletter was sent to 118 recipients; fifty-two opened it (which is a good rate); twelve clicked on one or more links. Discussed how to fine tune newsletter to increase number of subscribers. Have found solution to archiving newsletters on website. Brochure is at the press. Got good deal from Vista Print. We now have 4,000 copies for the \$500.00 that had been allocated. Discussed how to reorganize the volunteer spreadsheet to make it more intuitive.

Utopia: Chair—Deb Hartwick

Utopia will hold an administrative meeting on Monday, 4 March. Deb gave a brief overview of Utopia's history and the screening process.

Unfinished/Referred Business

***Internship/Mentoring ERHS Students/Lions Club--Konrad** solicited board/staff help to work with the Lions and Eleanor Roosevelt Highschool [ERHS} students who might be interested in GATe Bootcamp. Maria Silvia offered a model: GATe can make the offer of the bootcamp to ERHS. The Lions would aid financially and GATe staff would train them.

***Stuffing Party--Rene'** represented the GATe board. There were quite a few volunteers. It was suggested that the Communications Committee reach out to Beverly Palau to determine how bags are

distributed eg--Denise Knight--Community Relations liaison at Franklin Park. Does she get bags for new tenants?

***Annual Meeting--Scheduled for 10 March. Agenda includes:**

Minutes from Annual Meeting 2018

Treasurer's Summary

"State of GATe Corporation"--President

Executive Director's--"GATe in Review and Forward"

Personal reflections by staff

The election to the two vacant board seats will conclude the meeting.

There will be no guest speaker this year.

Phoebe has reserved the multipurpose room. There is another event in the building so GATe must provide its own chairs/ tables.

Greenbelt Access Television-City Council work session scheduled 18 March 2018.

Items to raise at work session:

- MOU with city
- GATe revenues
- GATEe facilities—space, allergens
- GNR news article: “Is a Citywide Fiber Network The Right Plan for Greenbelt?” 10 January 2019—what are implications for GATe?

Rene’ offered to email article to Board and staff re: “Arlington Spent \$4.1 million on a 10-mile Dark Fiber Network, But No One’s Using it”

(7 February 2019/ ARLnow.com)

A motion was made by Rene’ and seconded to table New Business until the next meeting.

A discussion followed about the elements of the news reel for Annual Meeting and limiting staff’s attendance at committee meetings this week as they prep.

The President entertained a motion to adjourn. It was moved by Konrad and seconded.

Adjourned: 9:56 pm EST.

