

Revised  
Minutes of Meeting  
February 2, 2004

A meeting of the MCT Board of Directors was held at 7548 Standish Place in Rockville, Maryland on Monday, February 2, 2004. The Board members in attendance were:

Stephenetta Benjamin	John Hansman
Victoria Brailitsa	Bill Larson
Fernando Cruz-Villalba	Nancy Poole
Francha Davis	Carla Satinsky
Stan Doore	Alice Scipio
Allen Edwards	Noreene Wells
Ginny Gong	

The meeting was called to order at 7:40 p.m. Richard Turner, MCT Executive Director, and guests Sandra Furton Gabriel and George JD Paley were also in attendance.

**Roll Call**

Board members Gene Saunders, Roald Schrack, and Ginny Hillhouse, having previously advised of other commitments, requested excused absences. Carla Satinsky moved and Fernando Cruz-Villalba seconded a motion to excuse them. The motion carried unanimously.

**Approval of Minutes of November 17**

Bill Larson moved and Alice Scipio seconded a motion to approve the November 17, 2003 minutes as distributed. The motion was approved unanimously.

**Approval of FY 2005 Budget Submission**

Treasurer Francha Davis reported that the Finance Committee met in December to conduct an in-depth review of the FY 2005 budget request. She distributed copies of the request to members in attendance and asked them to review the information before voting Board approval of the submission.

To provide the Board with background, John Hansman, who had primary responsibility for preparing the budget submission, pointed out several items reflected in it, including:

1. Increased membership dues and class fees.
2. Individuals who submit programs must now pay a membership fee.

3. Requests for:
  - \$30,000 for additional episodes of Montgomery Mosaic.
  - \$35,000 for a series targeted towards the Hispanic audience.
  - \$5,000 to open facilities four morning a week instead of two
  - \$60,000 for a third reporter and for part-time technicians' hours for the news programs.

Richard Turner stated that the Board would not learn the specific details of the Executive's entire budget recommendation until it is distributed in March.

Carla Satinsky moved and Alice Scipio seconded a motion to approve the submitted budget. The motion was approved with Stan Doore abstaining.

### **President's Report**

Ms. Poole reported that she, Mr. Turner and Mr. Hansman attended today's County Council MFP Committee meeting on February 2. The MFP Committee is responsible for the County Cable plan. The meeting went well, and the Committee expressed interest in meeting with MCT representatives after the budget cycle to discuss new and different areas of interest to MCT.

Mr. Turner added that the Board's support at the budget hearing would be very beneficial.

Ms. Poole informed the Board that Ms. Davis has agreed to serve as Chair of this year's Nominating Committee. The committee is responsible for nominating individuals to run for the offices of President and Secretary. Ms. Poole appointed Mr. Hansman, Bill Larson and Ginny Gong to complete the committee. The election of officers will take place at the annual meeting of the Board on March 15, 2004.

### **Executive Director's Report**

Mr. Turner discussed the following:

Updates on the FY04 Capitol Equipment Budget. The County is combining all the PEG Network's and County purchasing in order to acquire more purchasing power.

The purchasing numbers are 88 percent for replacement, 3 percent to increase capacity and 8 percent for upgrade.

Digital playback system (Tiltrac) Additional equipment is needed for the digital playback system. This equipment will allow MCT to evaluate the signal as it leaves the Tiltrac system. Also we need to purchase equipment for quality control over the image.

Digital Editing. Sixty-nine percent of the FY 04 Equipment budget went to nonlinear editing equipment. This is a major replacement for our current editing systems, which includes Apple's Final Cut Pro software.

Upgrades of equipments. MCT needs to purchase two wireless microphones, additional dimmer packs and a PC-based teleprompter equipment.

Experimental integrated digital production system. This is a studio control room contained in a PC system. It has the capability of attaching cameras to the PC. This system also has a character generator, still store, and special effects capabilities.

Digital vs. Analog. Mr. Turner explained the working difference between digital and analog and also between linear and nonlinear editing

Candidates Forum. Thirty-four candidates will be videotaping and over 25 volunteers will be helping with production.

Information Technology. Upgrading or replacing of the network, work stations, Web site, operating systems, hardware, wiring, and software.

### **Old Business**

There was no old business.

### **New Business**

Ms. Poole reported that the contractors conducting the Down County Media Center Needs Assessment Study will make a presentation at the next Board meeting.

### **Adjourn**

The meeting was adjourned at 9:35 p.m.