

**Public Access Corporation of the District of Columbia
Board of Directors**

901 Newton Street, NE
Washington, DC
Studio A

**Annual Meeting
June 15, 2016**

Present: Cynthiana Lightfoot, Secretary Acting as Chair, Rishi Hingoraney, Janis Hazel Nantz Rickard, President & CEO; DCTV staff; members and guests

At 8:00 p.m., Nantz Rickard welcomed the members and guests. Rickard commended the committed and tenacious volunteers who create the many hours of valuable community programming on DCTV's channels.

Rickard said she would like to start the evening by offering appreciation. She said that as she thought through those who should be recognized, she was struck by the strong presence of common denominator; even though we are television channels—which are high profile—so many of the people that make things happen are not the folks out front in the limelight. An extraordinary amount of work is behind the scenes and often unsung.

Rickard said that there are so many ways the DCTV staff are unsung champions—working tirelessly out of the limelight to support thousands of hours of local community programming. She thanked each of them publicly for offering their skills towards DCTV's and our members' success, for their commitment and caring, and for all the ways they extend to help every day.

STAFF:

Programming and Operations

Karen Beasley
Jacque Reardon
Carmen Stanley

Production and Training

Jasmine White
Mark Leeke
Jamie Fain
Brian Barber
Support: Mo and Shawn

Membership and Outreach

Jo-Ann Enwezor
Angelica Hill

Executive Team and Administration

Hafeez Kazim

Bob Thomas

Robin Waley

After applause and cheers for the staff were offered by attendees, Rickard presented the Board of Directors, saying that DCTV is very fortunate to have a very outstanding Board of Directors.

Kojo Nnamdi, Chair

Pedro Alfonso, Vice Chair & Treasurer

Cynthiana Lightfoot, Secretary

Kevin Goldberg

Rishi Hingoraney

Kwame Holman

Michael Freedman

Janis Hazel

She noted that this Board always has a quorum for meetings, most often with full attendance. However, in a very unusual confluence of last minute constraints for tonight—Chair Kojo Nnamdi, Vice Chair Pedro Alfonso, Michael Freedman, Kevin Goldberg and Kwame Holman are unable to join us. Rickard said that each of them express their regrets at not being able to be here, and wanted me to let you know of their appreciation to you for all your outstanding contributions to enrich community programming.

Rickard praised the Board, saying they bring a creativity and passion that invigorates this organization, and leads us to continually raising the bar in achieving DCTV's mission. They offer an incredible depth of knowledge and experience.

She said that lot of their work is also unsung, in their excellent leadership and guidance—and on deep background—building and energizing the respect and support that has helped DCTV to thrive and grow.

She thanked the Board members all for their hard work, dedication, and all they are doing to take DCTV into the future.

DCTV MEMBERS & SUPPORTERS

Rickard then acknowledged the last group of unsung champions —DCTV's members.

She said she has always had great respect for our members and the enormous value they bring to our city and our communities.

Recent events and the tenor of public discourse has increased my appreciation for what we have here at DCTV even more, and made me very proud of how our communities and producers use these incredible resources DCTV offers.

Some years ago, the City Paper sent a reporter over to explore doing the main cover story on DCTV and its programming.

The reporter was very impressed, and wanted to do the article as “the Real Reality Television” — with a focus on the diverse and what he called the “true” voices from our communities.

In the range of programming on DCTV, he saw something special — something that far transcends the often irresponsible packaging of entertainment as information, and in great measure, how DCTV programming brings communities together rather than seeking to divide people as “other”, “lesser”, “unsavory” or possibly worthy of scorn or ridicule —

Out of all the possibilities that DCTV producers were free to pursue in creating programming, the reporter was struck by the stark contrast to so much other media and public discourse, such as media that often salaciously feeds off the unrefined edges of our differences as a delicious poison, rather than explores or even embraces differences to nourish our spirits or engage our imaginations.

Unfortunately, these particular insights of the reporter did not make it into the final article, but it was a great confirmation of the value of our producers’ work in our communities.

Rickard continued, saying that unlike the reporter, we enjoy the benefit of living this experience every day. It’s not that all of our members have the same views, or backgrounds, or expectations, or any other number of ways of being different — it’s that we come together anyway, with a respect for the opportunity of making and distributing community programming on cable television.

DCTV is a very special forum in the world of media, and our members — with incredible hard work, dedication, and a keenness to succeed well — have made DCTV into a world-class local community television center.

Our members are unparalleled as volunteers, and the programming by for and about DC is of inestimable value.

Rickard said to the DCTV members, “so, thank you for all you undertake,

- the obstacles and rough spots that you challenge,
- for finding solutions or strategies to work alongside others who make you uncomfortable,
- the ways you find to succeed personally and in your programming,
- and for all you do for our communities through your work with DCTV.”

She continued, saying that if all these folks she has recognized this evening show us anything, it's that those who are unsung, behind the scenes are a powerful force.

She again thanked the staff, Board and members for you for all they do, and for the many ways we are all better because of each of them.

Rickard introduced Cynthiana Lightfoot, Board Secretary, acting as Chair for this Annual Meeting of the Associate Members.

Lightfoot convened the meeting:

Thank you for coming out tonight. I enjoyed spending time at the Reception with you, and I hope you enjoyed it as well.

Kojo sends his regrets that he is unable to join us tonight, and wanted me to express his gratitude and appreciation to the DCTV members, staff and board for all your accomplishments and for building DCTV into an outstanding organization with a strong track record of serving DC communities.

Before I offer the Chair's Report of DCTV's vision and successes over the past year, I'd like to thank our Board of Directors for all their outstanding work this past year. I have served on many boards, and this is one of the best boards I have had the pleasure of working with--with their extensive expertise, excellent grasp of the issues, and deep commitment to advancing DCTV and service to DC communities.

I also appreciate the outstanding work of DCTV members. I started out with DCTV in its earliest years. Over the years, I have seen DCTV members grow in so many ways, including increasing the impact of community programming, and the programming getting better and better in every way!

A recent Cable Needs Assessment survey conducted by the District showed that over $\frac{3}{4}$ of DC residents believe these cable access channels are important, and that a very large number of people watch DCTV: about 1 in 5—watch at least a few times per week, and about 2 out of 3 people watch at least a few times per month. This reflects very highly on your outstanding work and the great programming you provide!

I would like to invite Rishi Hingoraney to present the Chair's Report on behalf of Chair Kojo Nnamdi.

Chair's Report

Hingoraney presented the Chair's Report on behalf of Nnamdi:

Greetings! Thank you to the Board of Directors and staff for another great year. It's a pleasure working with a dynamic team of individuals that are talented and superbly committed to not only

excellence, but also our mission to equip content creators with the right tools and services to make and share media.

I'd like to thank the staff of DCTV, who all serve our members so well, working diligently to provide their expert skills, assistance and commitment to your success every day!

I know that I speak for the Board when I say that we had an important year in fiscal year 2015 advancing DCTV as a leader in community media and as an institution that is having significant impact in our neighborhoods all over the city.

Through a collaborative effort of staff, the Board of Directors, volunteers, and our members, we tackled the hard questions about the best way to develop DCTV's future and our unique niche in an evolving media landscape. Many of you provided information that we found very valuable and used to help us chart our direction over the coming years. With the help of your suggestions, thoughts, survey responses and other contributions, we are well on our way to creating a stronger DCTV through a five-year strategic plan. We appreciate each of you taking your valuable time to participate in the survey, and provide your thoughtful insights, to let us know ways DCTV can serve the city's communities.

We are implementing new strategies that

- invite to DCTV an extensive, expanded participation and engagement of our diverse and growing population and communities,
- develop even stronger programming and increased impact of community programming, and
- build upon the successes of our progressive learning and education platform,
- all while continuing to build and maintain our strategic foundations.

We envision a future where DCTV has been developed into an even more powerful communications platform than it is today.

You've already seen some of the results. We piloted—and then adopted—the Free Equipment & Facilities program. It provides members who are DC residents—and who are also certified—with the opportunity to use equipment and facilities at no cost when volunteering to create content for DCTV's channels. We did this to increase the amount of locally produced content for DCTV's channels, reduce financial obstacles for certified producers, and increase volunteer opportunities for technicians. We experienced an increase in local, original programs produced at DCTV, and also increased participation, including by newly certified members.

We continue to provide opportunities for people interested in media to gather, network and explore possibilities. Our Media Mixer networking events provide quarterly happy-hour events to encourage our vibrant members to collaborate and work on each other's projects. DCTV created "Indie in DC", presenting guest speakers who are independent media makers in DC to share best practices and their perspectives, experiences, and conversation. In FY15 and FY16 to date, we have conducted five in this series, with a total of 233 attendees. And we continue to

conduct the Voice Awards, honoring our volunteers, and recognizing the great work of our members.

We are working on expanding into new ways to participate with DCTV, opening up a range of possibilities for many more people to engage with DCTV. We are exploring how we can increase viewer engagement and interaction with DCTV programming. We are seeking to develop more ways for DC residents to participate in creating or contributing to programs. We are looking for more ways to serve nonprofits and meet their media and communication needs. And we are exploring how we can expand opportunities for participation in our education initiatives, and for engaging with DCTV and our programming.

To support our members and our initiatives to expand participation, we developed a new website during 2015 that we launched in fiscal year 2016. We wanted a better platform for our members, to make your work as media creators and collaborators easier. And we wanted our website to refocus to present DCTV to visitors who may not be familiar with us—getting them excited about DCTV, and inviting and encouraging them to be a part of what we do.

The website now has full capability for submitting programs via FTP. It has better, and easier-to-use, member-only capabilities for collaborating on programs. And it has a fresh, clean look, beautifully presenting community programming. The design company we worked with, Blue Water, just won the highest award, Best In Class, for DCTV's website, from the Interactive Media Council, achieving the highest scores for standards, design, content, feature functionality, and usability.

From our members and many others, we heard that our communities are looking to us to create programming that positively highlights DC's communities as part of our new programming strategies.

- Working with exceptional local youth who applied and were accepted for the project, we produced *DC Centenarians*—interviews with DC residents who are over 100 years old. The high school students researched, participated in production, and conducted the interviews.
- We also produced and launched *Studio 901*, spotlighting creative in our vibrant arts communities.
- DCTV planned for its 2016 launch, *Laugh But Not Least*, a program featuring DC comedians, including nationally known comedians who have their roots in DC.
- And we have new, compelling local programs planned for 2016.

Of course, our election programming is highly valued by candidates and viewers. It's the only place to see every candidate individually featured running for election to the offices of DC Council, Mayor, Attorney General, and the House of Representatives in Special, Primary and General Elections. The candidates are provided an opportunity to present themselves to District voters, and DCTV telecasts the programming for the entire month preceding the each election.

In FY15, almost every candidate took advantage of this valuable opportunity; for the Primary, DCTV produced 47 programs, and for the General Election, DCTV produced a program on every single candidate plus 6 1-hour interviews—one for each of the Mayoral candidates.

Additionally, after extensive discussion, we've expanded our concept of our work with youth as an important part of our overall community engagement strategies—of which education is one essential aspect. This will be further developed over the coming years. In FY15, we continue to conduct tours, including hosting elementary school classes or other youth programs. In FY15, DCTV developed a programming block entitled “Youth Voices”. It features programming produced by youth organizations. Richard Wright Public Charter School is first to air its programs in Youth Voices.

Annually and including in FY15, DCTV works with Cesar Chavez High School as part of their fellowship program; this will continue in FY16. And every year DCTV works with various charter schools to provide information via PSAs, and with the Department of Employment Services' Summer Youth Employment Program, creating opportunities for DC youth to learn new media technologies, create content for DCTV's channels and social media networks, and to learn workplace skills.

Our education programs continue to be a vital part of our mission. DCTV's media education classes continue to be an outstanding way to learn production skills, including our new Summer Workshop series providing hands-on-training focused on increasing the production quality of our members' shows.

Students of all ages in FY15 received over 41,400 hours of education across the full range of disciplines offered in our catalog of classes. In the coming years, we are seeking to expand into career development and advanced skills courses, providing District residents expanded opportunities to develop careers in our media-rich city.

Before I conclude, DCTV has some very special people and partners we'd like to thank.

We appreciate the continued support of the Mayor and the DC Council who strongly support public access and are instrumental in making sure that DCTV receives ongoing support for our activities. Councilmember Vincent Orange is Chair of the Committee that oversees cable television, and we appreciate his strong, unwavering support and assistance and expertise that has ensured strong public, education and government access in our city.

The DC Office of Cable Television, Film, Music and Entertainment has gone to great lengths on our behalf to make sure DCTV has what it needs to support our community programming. I'd like to take a moment to offer our appreciation to Director Angie Gates for all her support and assistance.

We greatly appreciate the generosity and support of Comcast of the District, RCN Corporation and Verizon. These companies and their commitment to our communities provide the foundation for DCTV's ability to provide you the resources for creating and distributing community programming. They provide our cable channels, our fiber lines, and almost all our funding.

I'd like to extend a special appreciation from the Board of Directors to all the DCTV members and supporters who participated in the Cable Needs Assessment, including the most recent Town Halls that were held. We are looking forward to the city completing negotiations with Comcast, followed by RCN, for new long term franchise agreements that continue to provide channels and significant support to DCTV.

We appreciate our partners:

- Metro
- Exposure Group
- United Planning Organization
- AEDC
- YWCA, National Capital Area
- Stone Soup Films

And finally, we extend our thanks to our DCTV members and producers, whose creativity, hard work, dedication, and commitment to our communities is the dynamic foundation of all our successes together!

This concludes the Chair's Report for the 2016 Annual Meeting.

Finance Report.

Lightfoot said the Vice Chair and Treasurer of the Board of Directors was unable to be with us tonight, so she asked a member of the Audit Committee, Janis Hazel, to present the finance report on the organization's audited financial statement for fiscal year 2015.

Hazel delivered the Treasurer's Finance Report to the Membership. She reviewed the FY2015 audit and offered the opportunity to ask questions.

Hazel reported:

The Statement of Financial Position

DCTV's audited financial report at the close of the fiscal year ended June 30, 2015, showed that DCTV ended the fiscal year in an excellent financial position. (DCTV continued to operate in the black).

Total cash and investments increased by \$352,089 over FY'14 cash position, after spending \$502,652 for capital improvements. Total Net Assets increased by \$501,134 over the same period.

Referring now to the Statement of Activities:

- For the fiscal year ended June 30, 2015, total unrestricted revenue totaled \$2,797,290 while unrestricted expenses totaled \$2,373,825 showing an unrestricted surplus of \$423,465. DCTV also received \$580,321 in temporary restricted funds from Comcast and RCN for capital improvements.

- Our unrestricted surplus of \$423,465 (net of depreciation of \$460,424) at the end of FY'15 will go towards building DCTV's surplus reserve as approved by the Board of Directors.

Finally, looking at the fiscal year 2015 Budget vs Actual Revenue & Expenditures:

- At the end of June 30, 2015 (12 months), Actual Revenue exceeded the Budgeted amount by \$287,090 or 11.44% For the same period, expenses for the fiscal year were under the FY'15 budget amount by \$65,383 or 2.60%.

The audit of DCTV's financial statements was conducted by the accounting firm of Walker & Co, LLP.

A Summary of the Audit Report for Fiscal Year 2015 ending June 30, 2015 can be found in the Annual Report on DCTV's website at dctv.org.

That concludes the Treasurer's Report.

Lightfoot delivered the Nominating Committee Report to the Membership:

Lightfoot reported:

The Nominating Committee is empowered by the Board to establish rules for the election, seek prospective Board members and finalize a slate of candidates to present to the membership for election in accordance with the organization's Bylaws.

The Nominating Committee works year-round to identify and interview prospective candidates, and members are encouraged on an ongoing basis to provide potential candidates for Board service.

Prospective Board members who are interested in applying may send a letter of interest and current resume to the Nominating Committee at DCTV through DCTV's website, or they may interview with any member of the board or nominating Committee to determine whether to send in the letter of interest and current resume.

For this election, we have two 3-year seats for election.

Criteria is established seeking board members who are committed to the principles of the First Amendment, who understand and support the city-wide mission of the Public Access Corporation of DC, and who will bring specific skills towards advancing DCTV's mission, activities, and need for resources.

Criteria this year included:

- 1) a strong network to identify and cultivate partnerships to advance our mission;
- 2) capacity to diversify funding and expand resources by building DCTV's corporate and private funding base, by bringing funding and resources to support the strategic plan,

including Youth Media Network, the development of community programming and underwriting, and other mission-focused initiatives.

Every member who was current and in good standing 30 days prior to the election received the notice and election information by email, and were able to vote online. Nine members received the notice and election information by regular mail.

Voting closed as of 7:45 today.

I'd like to thank those of you who provided prospective candidates during the past year, and thank you for participating in the election

The results of this year's election are as follows.

Kevin Goldberg and Janis Hazel will be serving 3-year terms.

Chair Closing Remarks

Lightfoot concluded the Annual Meeting of the Associate Members for 2015.

Lightfoot said:

As we bring our 2016 Annual Meeting to a close, I'd like to thank you again for your suggestions and ideas of how DCTV can best serve you and our city. Staff are always working to improve our services and have responded to many of your suggestions. All of us here at DCTV take your thoughts and suggestions into account when making decisions. Please also keep talking to staff and letting us know how you think public access might evolve and develop to best serve you and our communities. We will continue to look to you for your insights and suggestions as we implement the strategic plan and chart DCTV's future.

Thank you for all your great programming, and all you do in our city's communities!

This brings to a close DCTV's 2016 Annual Meeting.