

**PAC 14 Board Meeting
April 20, 2010 at 4:00 PM
at Salisbury University: Nabb Research Center**

Members in attendance: Phil Tilghman, Carolyn Widdowson, Marvin Long, Angie Jones, Mark Thompson, Shanie Shields, John Cannon and Elizabeth Bellavance. Michael Goodson attended representing PAC 14. Guest present Luis Luna. Meeting was opened by Mr. Phil Tilghman.

Action-Read and revised, as necessary, the February 2, 2010, minutes. Mr. Long made a motion to accept minutes and Mr. Cannon second. Minutes approved by majority.

Action-Report Treasurers Report provided by Mr. Long:

Guest Ginger Heatwole from PKS provided reporting forms (Balance Sheet, Profit & Loss Budget vs. Actual from July 1, 2009 - March 30, 2010) for quarterly report

Agenda Item: Executive Committee Report

Discussion - Discussed request made for replacement for City and County representatives.

Action- Mr. Tilghman made a request to County Executive and City President regarding replacement of representatives. New representatives are Shanie Sheilds (City) and John Cannon (County)

Agenda Item: Executive Directors Report

Discussion - Passed out an updated list of Board Meeting. Letters were sent to both City and County Council requesting notification when on the agenda or work session. Mr. Goodson reported that he has not received a response to date regarding letters sent to Council. PAC 14 was recognized by the Wicomico Composite Squadron. Website was updated with a page for Board of Directors. On the website all Board Meeting Minutes and Meeting Schedule will be posted. An online volunteer forms was created by Creig Twilley and Angie Jones which is now on website. Distributed a copy of google analytics web tracking. Discussed upcoming insurance fees, maintenance fees, and accounting fees which we must make a commitment to by June 2010. Mr. John Cannon reported funding allocated by County as \$73,440 FY11. Mr. Phil Tilghman reported City funding allocated is \$102,900.

Agenda Item: Conflict of Interest Policy

Discussion - Discussed approval for a Conflict of Interest Policy which occurred at previous meeting. Signature pages were distributed for all members to sign.

Action- The following members signed the Conflict of Interest Statement Phil Tilghman, Elizabeth Bellavance, Marvin Long, Angie Jones, Mark Thompson, and John Cannon.

Agenda Item: Open Meetings Act

Discussion - Discussed contacting the Attorney's General regarding the Open Meetings Act which has been self-imposed through the By-Laws. The Open Meetings Act applies to Government entities and agencies.

Action - Plan to place on future agenda to vote for remove from By-Laws.

Agenda Item: Carroll County Trip

Discussion - Discuss visit to Carroll County Community Media Center. Gave a brief overview for new members.

Action: Plan to schedule a trip to Carroll County to enable City and County representatives to view an ideal Community Media Center.

Agenda Item: Volunteer Coordinator

Discussion - Ms. Jones discussed findings from AmeriCorps grant research.

Action: Plan to look at AmeriCorps VISTA or Volunteer Maryland for possible volunteer coordinator grant funding.

Agenda Item: Development Committee

Discussion - Discussed potential members who have committed to serving on the committee. Mr. Tilghman has confirmed Luis Luna; Mr. Thompson has confirmed Mike Langley; Mr. Long has confirmed Mark Granger and Greg Langerler; Mr. Goodson has confirmed Dr. Michael Scott, Dr. George Whitehead, Jeri DiBartolo, and Keith Whitelock.

Action: The mission statement and committee goals was presented to Board members for approval. A motion was made by Mrs. Elizabeth Bellavance and second by Mr. John Cannon. The mission statement and committee goals were approved by majority. A motion was made by Ms. Jones to approve the names as follows to serve on the Development Committee Luis Luna, Mike Langley, Mark Granger, Greg Langerler, Dr. Michael Scott, Dr. George Whitehead, Jeri DiBartolo, Keith Whitelock, Marvin Long, Phil Tilghman, and Mark Thompson. Motion second by Mr. Thompson and approved by majority. Plan to schedule a Development Committee Meeting.

Agenda Item: County MOU

Discussion - Mr. Cannon reported that he would follow up with Council to determine status of County MOU. The approved City MOU was distributed to members.

Action: Plan to follow up with County Council to determine status of County MOU.

Agenda Item: Scheduling a Meeting between City/County, County Executive and Executive Board

Discussion - Discussed setting up a meeting to work in unity with County, City, and Comcast to establish a new Agreement with Comcast. Discussed Agreement outcomes with Carroll County and strategies utilized to obtain a workable Agreement. Discussed utilizing experts to assist in facilitating the process.

Action: A motion was made to allow the Executive Committee, Council Woman Shanie Sheilds, Councilman John Cannon to meet with the City/County, and County Executive to devise a plan to work in unity when reestablishing the Comcast Agreement. A notice will be sent to every board member to attend meeting. Motion made by Mr. Long, second by Mrs. Bellavance and approved by majority.

Agenda Item: Nominating Committee

Discussion - Discussed establishing a Nominating Committee.

Action: Plan is for those interested in being apart of the committee will e-mail Mr. Tilghman to express interest.

Agenda Item: SU MOU

Discussion - Discussed SU MOU. Betty Crocket has assigned an individual to develop a MOU reflecting in-kind services being provided.

Action: Plan is to follow up to determine status.

Agenda Item: Adjourn

The Chair opened the floor for additional comments, none offered, the meeting was adjourned by Mr. Phil Tilghman, Chair at 5:45 P.M.

- Next meeting May 4, 2010.