

**Special Meeting of the Board of Directors of the  
Midpeninsula Community Media Center  
Monday, May 3, 2021, 4 PM – 6 PM  
Agenda**

**DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR’S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.**

1. Welcome and Introductions
2. Announcements/Acknowledgements/Public Comment
3. Approval of Outstanding Minutes
  - ACTION: Approve March 22, 2021 Minutes
4. Committee Reports:
  - a. Investment Update - Mercer
  - b. Finance Report - Sato
    - i. Q1 Financials Update - Stokstad
5. Executive Director/CEO Update
  - a. Q1 ED/Staff Report
    - i. Programs Update - Jesse Norfleet, Director of Programs
    - ii. Update on Restructuring and Program Options to Support our Core Mission
6. Recess to Closed Session
  - a. Real Estate - Lease Midpen Facility Office Space (Gov. Code section 54956.8.)
  - b. Personnel Matters - (Gov. Code section 54957(b)(1).)

Report out of Closed Session
7. Adjournment

**2021 Meeting Dates/Agenda Items**

|            |          |      |   |
|------------|----------|------|---|
| 1/25/2021  | Monday   | 4 pm | Annual meeting; Election of Officers; <b>Q4 20 &amp; FY 20</b> Review |
| 1/28/2021  | Monday   | 4 pm | <i>Special meeting; Closed Session</i>                                |
| 3/22/2021  | Monday   | 4 pm | <i>Short and Long Term Strategic Planning, Development; ED Review</i> |
| 4/19/2021  | Monday   | 4 pm | <b>Cancelled</b>  |
| 5/3/2021   | Monday   | 4 pm | <b>Special Meeting - Q1 21</b> ; Staff Report                         |
| 8/16/2021  | Monday   | 4 pm | <b>Q2 21</b> ; Midyear Budget Review                                  |
| 10/9/2021  | Saturday | 9 am | <i>Board/Staff Retreat; Organizational Goals Review</i>               |
| 11/15/2021 | Monday   | 4 pm | <b>Q3 21; Approval of FY 22 Budget</b>                                |

|            |        |      |                          |
|------------|--------|------|--------------------------|
| 12/03/2021 | Friday | 6 pm | Annual holiday gathering |
|------------|--------|------|--------------------------|

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 839 8020 7834 CALL IN PHONE NUMBER: (669) 900-6833

**Public Comment**

See attached instructions for public comment via Zoom.

Public comments also may be submitted in advance of the meeting via email to [info@midpenmedia.org](mailto:info@midpenmedia.org). Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Please submit public comments as soon as possible so that they can be provided to the Directors before, and, as feasible, during the meeting. Comments submitted after the meeting is called to order will be included in the Board's correspondence that is available for public review at <https://midpenmedia.org/about-us/board-of-directors>. If you have anything that you wish distributed to the Board and included for the official record, please include it in your email. Comments that require a response may be deferred for staff reply.

**Accessibility for Individuals with Disabilities**

Upon request, the Midpen Community Media Center will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to [info@midpenmedia.org](mailto:info@midpenmedia.org) or submitted by phone at 650-494-8686. Requests will be granted whenever possible and resolved in favor of accessibility.