

**Meeting of the Board of Directors of the  
Midpeninsula Community Media Center  
Monday, August 16, 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 May 3, 2021 Minutes
4. Committee Reports:
  - a. Investment Update - Mercer
    - i. Q2 Investment Update and Aug Status - Paola Ramos, Mercer Advisors
    - ii. PEG Fee Account Investment Plan - Sato/Ramos
  - b. Finance Report - Sato/Orgain
    - i. Q2 Financials Update - Stokstad/Elaine Orgain
    - ii. Mid-Year Budget Review - Stokstad/Sato
    - iii. Capital Expenses Budget Approval - Stokstad/Adam Sedillo-Glatt
    - ACTION: Approve Q2 Financials
    - ACTION: Approve Capital Equipment Budget
5. Executive Director/CEO Update
  - a. Q2 ED/Staff Report
    - i. Programs Update (Camps & Classes) - Emily Parent
6. Recess to Closed Session
  - a. Personnel Matters - (Gov. Code section 54957(b)(1).)  
Report out of Closed Session
7. October 9, 2021 Board Retreat
8. 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: 896 2062 3298 CALL IN PHONE NUMBER: (669) 900-6833

**Public Comment**

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.

**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.