

Donna Girot, *Executive Director*

BOARD OF DIRECTORS

Joe Barr, *Chairperson*
Hester Wagner, *Secretary*
Trevor Doyle, *Treasurer*

Community Outreach

Hometown High School Sports
"Game of the Week"

KUBU 96.5 LP-FM
"The Voice of Sacramento"

Community Film Project
"A Place Called Sacramento"
Scriptwriting Competition & Filmmaking

Community Media Award Honoree
Celebration
"Power of Voice"

HOURS OF OPERATION

(subject to change)

OFFICE

Monday – Thursday 10 am – 6pm
Friday 10 am – 1 pm

PRODUCTION

Monday – Thursday 10 am - 9pm

MEDIA LAB

Monday – Thursday Noon – 8:45pm

Access Sacramento Board of Directors Meeting

Monday, March 24, 2025

5:30 p.m. On Site & Zoom

Virtual attendance available on Zoom.us. Email ED for link at
execdir@accesssacramento.org.

AGENDA

- Call to Order – Barr
- Roll Call – Barr
- Review Agenda / Additions to Agenda – Barr
- Approval of February Meeting Minutes – Barr (see minutes draft)
- Board Chairperson's Report – Verbal Report – Barr
- Executive Director's Report – Girot
- New Business – Barr
- 1. Draft Vision/Elevator Speech Language — Barr (15 min)
- 2. Board member outreach, community connections, fundraising: updates and next steps – Barr/Girot (30 min)
- 3. PCS 25th Anniversary — Girot (15 min)
- 4. Big Day of Giving Strategy – Barr/Girot (15 min)
- **Public Comment**

ADJOURNMENT

Executive Session – (Board Members Only) – If needed



Access Sacramento Board of Directors Meeting Minutes

March 24, 2025

In-person and Virtual Attendance via zoom

Board Present: (in-person) Joe Barr, Hester Wagner, (present through zoom) Trevor Doyle

Staff: Donna Girot, Executive Director (in-person)

Public: N/A

Session called to order at 5:36 pm.

Motioned to Approve Agenda: Trevor Doyle, seconded: Hester Wagner

Motion unanimously approved

Board was unable to receive and review the 2023-24 independent financial review in a single meeting with the auditor in December 2025. Although approved by email and distributed to SMCTC, Donna Girot asked that it be noted in the meeting minutes. Motion to approve: Hester Wagner motioned to approve. Second by Trevor Doyle, Motion unanimously approved.

Board Chairperon Report – Joe Barr

Joe and Donna Girot met to discuss media industry networking strategy which will be executed in April & May 2025. Goal is to communicate our hyper local community value & brand strengths, learn about other local media organizations initiatives and possible synergize in efforts.

Executive Director Report – Donna Girot

See Attachment A

New Business – Joe Barr

1. Elevator Pitch

Discussed a working document on how the board can talk about our organization to the community.

2. Board Outreach

Hester went to ACM annual conference, made good contacts. B&H has some potential as a PCS sponsor, has written a bunch of sponsorship requests. Joe has a lead on some sponsorships. Shared with the Board. Joe and Donna are moving forward on networking meetings.

3. A Place Called Sacramento - 25th Anniversary

Scripts are in and being judged now. End of April winners will be announced. May 3rd will be the Community Cast & Crew Call, 3 – 6 pm. May Donna Girot submitted a sponsorship pitch deck to the board to use in promoting the film premiere and cast/crew event.

Girot has planned a community filmmaker networking event on Thursday, Sept 11 that Capital Film Arts Alliance, Futures Explored and Access Sac (all non-profits devoted to building the local indie video & film industry) are hosting. This local film industry networking event at Futures Explored on R street. (Seeking food sponsors). Have asked the Sac Film Commissioner if they are willing to sponsor the event. Waiting to hear back. Board would like to have monthly specific meetings for PCS network development; start in April, monthly until we get closer to the premiere.

4. Big Day of Giving

Donna Girot working a 5-touch email campaign with members. Girot also will send the board letter by 3/28 an outreach letter used in the past to ask for donation from govt employees. Joe Barr wants board to review and sign this too before outreach is made.

Public Comment: None

Motion to Adjourn: Trevor Doyle

Seconded: Hester Wagner

Adjourned: 7:03 pm

Attachment A

Executive Director Report – Donna Girot

- We just attended our industry conference in Fresno, CA. Donna Girot facilitated and spoke at the event on Creating Community Film Creation Projects as a form of community engagement. Laureen Fallahay on ACM organizational committee worked four-day event.
- We are manning a brand tent at the Environmental Council of Sacramento Earth Day Event at Southside Park (booth R5). Have represented at this event for the last few years. Sunday, April 27, 2025, 11 am – 4 pm.
- We have been invited by the UMOJA International Academy (high school) to their career day to explain our mobile studio jobs and training opportunities for these jobs. Mobile studio crew working this event this Friday. This high school is located in our neighborhood. We have students from this school attend evening classes.
- Working with our HR consultant on an estimate to update the 2022 Employee Handbook to become legally compliant with the many labor law changed. Receiving estimate and subsequent discussions this week.

- The Consumnes River College Radio TV and Film Dept has asked Donna Girot to participate in their annual industry advisory board meeting this month.
- Donna Girot has accepted being on a local “Women in Film” panel discussion on Saturday, April 26 at 6:15 pm at the Esquire IMax, 1211 K St, Sacramento, CA 95814, through the SacTown Movie Buffs film festival.
- We occasionally contract with the CA Public Utilities Commission to film their public hearings at the City of Roseville. Roseville provides the location, and we provide the videography labor. Date upcoming in April. Revised contract to review & sign this week.
- Have met with two organizations that inquired about taking over our low frequency radio FCC license. Today received a MOU one has offered to draw up which looks reasonable. Needs revisions on our part.
- Next week, have a collaborative meeting with the new ED of SECC educational channel.
- Working with the Cable Commission ED to help a media grant recipient. We would be the administrators of the grant to the media producer and would charge the grant for our administrative labor.
- Submitted four competitive bids to the SMCTC ED for a new van. Awaiting an update or approval to purchase from SMCTC ED.
- Continuing contracted collaboration with Pride Industries for a part-time disabled employee mentorship. We have also included the student as an Access Sac student in his billable hours to further to strengthen his employability.
- Colorectal Cancer networking event at the VA Hospital. We put together and have aired a PSA for them, and now they offer us opportunities to promote our organization.
- As part of the 25th PCS Jubilee, continuing to plan for Sept 11 Local Filmmaker Networking Event to be hosted at Futures Explored on R St in Sacramento. A three non-profit collaboration with Futures Explored and Capital Film Arts Alliance and in part sponsored by Sac Film + Media Dept.
- Today we received sponsorship money from Sac Film + Media to support 2025 PCS Film Premiere.
- Working with SacSewer to finish high school PSA contest grant that we received from SacSewer. We use the winning PSAs on our channels and share them with the other PEG channels.
- Receiving 2025 PCS scriptwriting competition judges’ scores by end of this month if all goes as planned. One of last year’s winners had to bow out because of her seasonal professional demands as a firefighter, was re-offered the spot of one of the ten for this year. We have reconfirmed that she wants the spot. Since another fire season is upon us soon, her team will work on production now between seasons since her script was already selected. Unusual circumstances for which we want to accommodate.