



## MINUTES

### EXECUTIVE COMMITTEE MEETING

11:30 AM, Tuesday, January 24, 2006

FilmL.A., Inc. Conference Room

1201 West 5<sup>th</sup> Street, Suite T-800

Los Angeles, CA 90017

- I. CALL TO ORDER. The meeting was called to order by Chair Jean Prewitt at 11:48 AM, notice having been given at the previous Executive Committee Meeting. The following Directors, constituting a quorum of the Executive Committee, were present: Steve Caplan, John Connolly, Steve Dayan, Pamm Fair, Joyce Foster, Jean Prewitt, Lisa Rawlins, Bryan Unger, and Randy Winograd. No Directors were absent. Staff present were Steve MacDonald, Michael Bennett, Michael Bobenko, Donna Wells, and Philip Sokoloski. Guests included Laura Hutton and Jeff Rohwer of s.calate.
- II. APPROVAL OF MINUTES OF EXECUTIVE COMMITTEE MEETING OF DECEMBER 5, 2005. Upon motion of Steve Caplan, seconded by Joyce Foster, the minutes were unanimously approved as submitted.
- III. PRESIDENT'S REPORT. Steve MacDonald introduced Mike Bennett, who presented the second quarter financials. Steve MacDonald continued with an overview on FilmL.A.'s successful relocation to Los Angeles Center Studios, and shared feedback the organization had received about its change of name. Recapping other yearly achievements, Steve reported FilmL.A.'s receipt of the first payments from the City per its amended contract, as well as cost savings brought about by various benefits package improvements in 2005, including a revised 401(k) plan, and change in health care providers. Issues to watch included a proposed fee waiver for filming at City-owned properties, and increased usage of LAUSD properties for filming.
- IV. CLOSED SESSION. The Executive Committee met in Closed Session to confer with legal counsel and discuss contract issues, pending litigation and long-term strategic planning.
- V. OLD BUSINESS.
  - A. APPROVAL OF PERMIT SOFTWARE FIRM AND PROJECT MANAGER. Mike Bobenko introduced Laura Hutton of s.calate, who reviewed steps taken by FilmL.A. to select a firm to develop a new permitting system. Staff distributed a Vendor Recommendation Report and Steve Dayan relayed the Operations Subcommittee's recommendation that the Executive Committee choose Interfuel as software developer for the first phase of the project. The Committee discussed technical aspects of Interfuel's proposal as related to cost, maintenance, hosting, and data migration before excusing s.calate

FilmL.A., Inc.

1201 West 5<sup>th</sup> Street • Suite T-800 • Los Angeles, CA 90017

(213) 977-8600 □ FAX: (213) 977-8610

from the room. The Committee then discussed s.calate as a candidate to provide project management services. Upon motion by Bryan Unger, seconded by Lisa Rawlins, the Executive Committee voted unanimously to accept and fund the proposal of Interfuel as developer and s.calate as project manager. By the same motion, the Committee also approved funding for the engagement of an outside testing agency. (Vendor Recommendation Report on file.) The Operations Subcommittee was instructed to investigate the staffing implications for maintenance of the system.

- B. FILML.A. FOUNDATION. Donna Wells raised the subject of the establishment of a 501(c)(3) charitable foundation, as previously approved by the Board. Draft Articles of Incorporation and Bylaws for the FilmL.A. Foundation were circulated. After discussion, the Executive Committee agreed to table this item for consideration at a future time.

VI. NEW BUSINESS. No new business was introduced. Remaining agenda items were retained for discussion at the next meeting.

VII. NEXT MEETING. Notice was given that the next Executive Committee Meeting will be held on Tuesday, 2/21/06 from 11:30 AM to 1:30 PM.

VIII. ADJOURNMENT. There being no further business to come before the Executive Committee, the meeting was adjourned at 2:20 PM.