

TV Writers Fund for the Future
Minutes of the Board Meeting
October 26, 2011

The Board meeting was convened at 6:30 pm Pacific on October 26, 2011 at the law offices of Ackermann & Tilajef, PC at 1180 South Beverly Drive in Los Angeles, CA. Attending in person were Craig Ackerman (FFF General Counsel) and Board members Art Eisenson and Ron Lux. Board members Larry Mintz and John Black, and Trustees Paul Sprenger and Jane Lang, attended by telephone. Jane Lang agreed to serve as Acting Secretary for purposes of this meeting. Craig Ackerman chaired the meeting.

1. Bylaws. Mr. Ackerman noted that the Bylaws approved by the Board in August had been posted for comment on the FFF website and that comments were received from two Beneficiaries. He asked Jane Lang to present the substantive comments received.
 - a. One commenter proposed that the bylaws include a provision authorizing the allocation of funds to pay for travel of Beneficiaries who live outside the Los Angeles area and wish to attend a FFF event. Board members discussed the proposal and acknowledged the importance of being cognizant of the needs of all Beneficiaries. However, rather than allocating funds to individuals for travel, which could be very expensive and serve only a few individuals, it was concluded that Internet streaming should be explored to make events and meetings accessible to all Beneficiaries who may not be able to be present on those occasions.
 - b. The second commenter had a number of editorial suggestions and corrections which were accepted. Additionally, the Board discussed all of the substantive suggestions and took the following action with respect to each:
 - i. The description of the criteria for grants in Article II.1.b raised questions about their intent. Accordingly, it was decided that the bylaw would refer to more explicit criteria that will be stated in connection with each grant cycle when it is announced, consistent with the language of the Settlement Agreement.
 - ii. A 24 month “cooling off” period before former FFF board members could apply for a grant or loan (other than emergency welfare loans) in response to a Notice of Fund Availability was proposed by the commenter. Board members are not eligible for grants or loans under Article II.1.b at any time during their service on the Board. Since grant applications will be reviewed “blind,” it was felt that the period of disqualification after Board service was unnecessary. The requirement to review applications “blind” will be made explicit in the bylaws, Article IX.1. To further mitigate the concerns of the commenter, however, the Board agreed to extend the period of disqualification for three months after the end of a Board member’s service.
 - iii. The commenter asked whether the 10% spending requirement included salaries. The Board acknowledged that it does.
 - iv. The Board also approved revisions to clarify the distinctions between the criteria for emergency social welfare loans and

“programmatic” grants and loans intended to enhance Beneficiaries’ writing opportunities.

v. The commenter suggested that repaid emergency loan funds be returned to the general fund and not be made available for other emergency loans. The Board did not accept that suggestion and intends that the Emergency Loan Fund (which it subsequently approved) remain available, including sums repaid. However, the Board agreed that, as long as there were eligible applicants for the loan funds, a Beneficiary could not have more than one outstanding emergency loan at any time. The Board also accepted the commenter’s suggestion to change the word “health” to “medical care,” one of the approved purposes of the emergency loan fund.

c. The Board authorized Jane Lang to make the foregoing revisions, and to make all other conforming, grammatical and structural changes required to finalize the bylaws. The Bylaws will then be posted on the FFF website as final and will be effective as of that date.

2. Executive Director Search. The Board discussed at length a draft job profile for the position of Executive Director that was recommended by the ad hoc committee consisting of Art Eisenson and Ron Lux, as well as procedures for publicizing the position. With minor revisions, the draft job profile was adopted by the Board. On motion by John Black, the Board approved the sum of \$3,000.00 to be used for advertising the position and paying an administrator \$15.00 per hour to track and maintain a data base of all applications. It was agreed that the deadline for applications would be February 15, 2012. Jane Lang was asked to arrange to have the job description posted on the FFF website. Outplacement agencies will also be advised of the search.

3. Social Welfare Loan Fund. A draft of the agreement with JFLA to administer the emergency social welfare loan program was approved, subject to certain revisions to be discussed with JFLA. The ceiling on individual loans was set at \$2,000. Jane Lang was authorized to finalize the agreement with JFLA. She will propose that there be no California residency requirement for Beneficiaries but, to ensure collections, will agree that one of the requisite cosigners reside in California.

Because of the extensive discussion of the bylaws and Executive Director search, it was necessary to table the remaining items on the agenda, including committee appointments, nomination and election of officers and the “media university” program. Art Eisenson pointed out that, until the FFF had an Executive Director, it would be difficult to move forward with any substantive programs. There was general agreement with this observation.

The meeting was adjourned at 8:30 p.m. Pacific.

Respectfully submitted,

Jane Lang
Acting Secretary