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OFFICERS

Jose Bulatao Jr.  
*President*

Gregory H. Meyers  
*Vice-President*

Gabrielle Dorman  
*Secretary*

MaBel Fujiuchi  
*Treasurer*

DIRECTORS

Yvette Crosby

John Isobe

Teresa Tico

Lyndon Yamane

STAFF

J Robertson  
*Managing Director*

William "BC" Charles

Jim Lucas

Robert "Boots" Riggan

Renate Seldon

Isaac Worth

August 14,2006

Mr. Clyde Sonobe, Cable Administrator  
Dept. Commerce & Consumer Affairs  
335 Merchant Street, Room 101  
Honolulu, Hawaii, 96813

CABLE DIVISION  
COMMERCE AND  
CONSUMER AFFAIRS

2006 AUG 14 P 1:49

A \_\_\_ E \_\_\_ P \_\_\_ S \_\_\_

FILE \_\_\_\_\_

Dear Mr. Sonobe,

Per the letter of July 12, 2006 from Mr. Mark Recktenwald, Director of the Department of Commerce and Consumer Affairs Ho'ike: Kauai Community Television, Inc. submits for your review and files the information requested.

This document contains Ho'ike's financial holdings as of August 7, 2006 as listed on the "Balance Sheet". We have summarized our activities and responsibilities as performed in the management of the PEG facility. And, you will find a listing of our equipment inventory. Ho'ike does not have ownership in any building or real estate, We maintain a lease agreement with the United Public Workers union for the building we occupy. There is an additional rental agreement for storage facilities in Puhi, Hawaii for our outdated and unused equipment.

Should you have any questions or need further details regarding this information please contact me at Ho'ike at 246-1556.

Sincerely,

J S Robertson  
Managing Director

Ho'ike: Kaua'i Community Television, Inc.  
**Balance Sheet**  
**As of August 7, 2006**

	<u>Aug 7, 06</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
H1006 - BOH-Operations_ Checking	11,038.64
H1020 - Ms-DeanWitter_OperatingFunds	324,962.66
H1030 * MS-DeanWitter_CapitolFunds	100,285.64
H1100- Cash-Petty	<u>150.00</u>
Total Checking/Savings	436,436.94
Accounts Receivable	
H1200- Accounts Receivable	<u>55,636.62</u>
Total Accounts Receivable	55,636.62
Other Current Assets	
1499 Undeposited Funds	4,703.76
H1360-Prepaid Insurance	<u>5,195.24</u>
Total Other Current Assets	<u>9,899.00</u>
Total Current Assets	501,972.56
Fixed Assets	
H1505 Teen TV Equipment	12,028.04
H1510- Production Equipment	110,315.22
H1515- Playback and Switching	212,618.72
H1520- Furniture and Equipment	26,683.18
H1530- Computer/Software/Printer	47,639.80
H1600 Accumulated Depreciation	-265,731.38
H1650 Leasehold Improvements	<u>34,244.92</u>
Total Fixed Assets	<u>177,798.50</u>
<b>TOTAL ASSETS</b>	<u><u>679,771.06</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
H2010 - Accts. Payable	3,067.35
2100 - Payroll Liabilities	27.97
H2030 - Accrued GET	-5,484.10
H2035 * Accrued SEP	2,002.35
H2040 - FIT Withholding	1,551.00
H2045 FICA Withholding	1,523.34
H2050 * SIT Withholding	265.58
H2052- Accrued SUTA	8,981.99
H2053- Accrued FICA	1,523.34
H2056- TDI	<u>-1,775.48</u>
Total Other Current Liabilities	<u>11,883.34</u>
Total Current Liabilities	<u>11,683.34</u>
Total Liabilities	11,683.34
Equity	
3900 * Retained Earnings	340,555.53
H3195 Fund Balance-Equipment	64,035.99
Net Income	<u>263,496.20</u>
Total Equity	<u>668,087.72</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>679,771.08</u></u>

Manufacturer	Model	Description	SerialNum	Note
Sony	DCR-TRV530	Sony Digital 8 Video Camera	1060401	Camera-C- includes,Doskcoil Case, Remote,AC-Adapter,UV-Filter,Strap
Sony	DCR-TRV-530	Sony Digital 8 Video Camera	1056596	Camera-D includes Doskocil Case, Remote,AC-Adapter,UV Filter,Strap,RCA to Mini Cable and NP-FM30 Battery
Sony	VCT-87RM	Tripods with Remote Control		Sony Tripod with LANC remote control and soft case
Citizen	M938-1A	5 Inch LCD Monitor	C201377	LCD Monitor with Hood, Battery pack and AC Adapter
Citizen	M938-1A	5 Inch LCD Monitor	C201377	LCD Monitor with Hood, Battery Pack and AC Adapter
Sony	GV-D1000	Sony GV-D1000 Mini-DV VTR	3348939	Mini-DV VTR
Sony	MDR-CD 280	Headphones for check out		
Sony	DCR-TRV310	Sony Digital 8 Video Camera	1300269	Camera-B includes, Pelican Case,Remote,AC-Adapter,UV-Filter and no strap on this camera
Sony	VCT-870RM	Tripods with Remote Control		Sony Tripod-A4- with LANC remote control in Sony case marked A-4 Remote Action Inoperative 11/08/02 gn
Videonics	MX-1	Videonics Digital Video Mixer	MX038297	Switcher used at the County Bldg
JVC	TM-A13SV	Production Control Room	7483227	Monitor for JVC Record Deck
Bescor	MP-101	Remote AC-DC Pan/Tilt Head		Includes, AC/DC remote controlled Pan/Tilt tripod head, remote, AC adapter & cable
Bescor.	MP-101	Remote AC-DC Pan/Tilt Head		Include , AC/DC remote controlled Pan/Tilt tripod head, remote,AC-adapter & cable
Videonics	MX-4DV	Four Input DV Video Switcner	60387	Videonics MX-4DV four input video switcher
Gateway	DX200S	Educator's computer	35926848	
Gateway	15"LCD- TFT	LCD Monitor for Educator's computer	MR65750H	
Gateway	G-MAX 2000	Speakers for Educator's computer	3205003625	
Gateway	KB 2961	Keyboard for Educator's computer	05H0070501D	
Panasonic	PA-WO-AVE 7	Panasonic AV-7 switcher		Stolen, letter sent to Managing Director
Radio Shack	23-583	Radio Shack	15-8A2	Four Channel Audio Mixer with 1/4 inch phone jack inputs -Battery powered
Videonics/Focus	MX-4DV	Four DV input switcher	60328	Four input DV switcher
Sony	GV-D1000	Sony GV-D1000 Mini-DV VTR	334857	Mini-DV-VTR
Sony	SLV-R5UC	S-VHS Record Deck	835735	S-VHS Record Deck
Sony	CCD-TR-700	Sony HI-8 Video Camera	60097	Fomer County Council Camera

Panasonic	AG-456-UP	Panasonic AG-456 Video Camera	F5HB01684	Camera- Includes Case, Lens Cover and AC-Adapter
Bogen	3246/30/63	Tripods with out Remote Control-Bogen		Tripod used at planning room
Bogen	3021/30673	Tripods with out Remote Control	055/8850	Tripod-B- has a 3063 Head and a Tamerac case Needs a replacement cam leg lock JBL 6-5-02
Bogen	3046/3063	Tripod & Head for Camera -C		
Videonics	MX-1	Videonics Digital Video Mixer	MX040484	Old Switcher now used only for Remote Production
Videonics	TM-200	Title Maker 2000		was used in County Bldg
JVC	TM-A13SV	13" Color Monitors	7483483	Monitor used at county bldg
Radio Shack	16-125B	Radio Shack Color 5" Monitor AC/DC		
Panasonic	AG-456	S-VHS Camera	C8HB00254	Donated from Body of Christ Church on 9-16-03 includes manual, case, ac-adapter
Bescor	MP-101	Remote AC-DC Pan/Tilt Head		Includes Pan & Tilt head, controller, AC-DC power supply and remote extension cable
Bescor	MP-101	Remote AC-DC Pan/Tilt Head		Includes Pan & Tilt head, controller, AC-DC power supply and remote extension cable
Shure	Prologue	Hand Held Omni Directional		Hand Held Omni Directional Dynamic Microphone-E-
Panasonic	AG-7500A	S-VHS Play Deck	C9TC600160	
Panasonic	AG-7500	S-VHS Record Deck	17TC00351	
Panasonic	WJ-AVE5	Digital AV Mixer	3ZA00021	
Panasonic	AG-7500A	Editing Controller	9C173998	
Panasonic	CT-1384Y	13" Color Monitor	LB61200386	
Radio Shack	5" Monitor	5" Color Monitor		
JVC	SR-V 10 U	Ho'ike Kauai TV 1-808-246-1556	107 U 0425	
Videonics	TM-3000	Titlemaker	320816 & 700170274	Keyboard and CPU Donated by Body of Christ Church 9-18-03
Panasonic	CT-1383Y	13" Color Monitor		
Radio Shack	SCT-37	Audio Cassette Deck	5997	
Radio Shack	CD-8100	CD Player	6A861932	
Radio Shack	SSM-1000	Aduio Mixer		
Videonics	1000	Videonics Titlemaker 2000	159840	Titlemaker used at county bldg
Beachtek	DXA-4S	Beachtek XLR Audio Adapter		Two Channel Balanced XLR Audio Adapter to Mini Jack Camera Audio

Beachtek	DXA-4S	Beachtek XLR Audio Adapter		Two Channel Balanced XLR Audio Adapter to Mini Jack Camera Audio
Beachtek	DXA-4S	Beachtek XLR Audio Adapter		Two Channel Balanced XLR Audio Adapter to Mini Jack Camera Audio
Beachtek	DXA-4S	Beachtek XLR Audio Adapter		Two Channel Balanced XLR Audio Adapter to Mini Jack Camera Audio
Behringer	MXB1002	Berhringer 5 channel audio mixer	NO251424122	Behringer 5 XLR audio field mixer with battery powered option
Lucas/Hoike	L/H-1	Boom Pole for Shotgun Microphones		Boom Pole for Shotgun Microphones 6' Black
Markertek	Boom Pole	Boom Pole for Shotgun Microphones		
Atlas	36" Boom	Boom Stand for Microphones		
Ace	25 foot	Extension Cords of Various Lenghts		
Ace	25 foot	Extension Cords of Various Lenghts		
Ace	50 foot	Extension Cords of Various Lenghts		
Ace	50 foot	Extension Cords of Various Lenghts		
Philco	Philco	Headphones with Mini Jack		Headphones with Mini Jack
Sony	MDR-007	Headphones with Mini Jack		Headphones with Mini Jack
Sony	MDR-007	Headphones with Mini Jack		Headphones with Mini Jack
Radio Shack	Nova-35	Headphones with Mini Jack		Headphones with Mini Jack
Koss	MAC-7	Headphones for check out		
Koss	MAC-7	Headphones for check out		Headphones with Mini Jack
Sony	MDR-CD 280	Headphones for check out		White Full muff headphones for checkout
Sony	MDR-CD 280	Headphones for check out		White full muff headphones
Sony	MRR-CD -280	Headphones for check out		White full muff headphones
Sony	MDR-CD 280	Headphones for check out		White full muff headphones
Sony	MDR-CD 280	Headphones for check out		

Sony	MDR- V150	Headphones for check out		Sony Headphones
Sony	MDR-V150	Headphones for check out		Sony Headphones
Sony	MDR-V150	Headphones for check out		Sony Headphones
Sony	MDR-V150	Headphones for check out		Sony Headphones
HP	HP-259	Headphones with Microphone		Teen Equipment- Headphones with Microphnes #2
HP	HP-259	Headphones with Microphone		Teen Equipment- Headphones with Microphone #3
HP	HP-259	Headphones with Microphone		Teen Equipment-Headphones with Microphone#1
Portacom	XLR	Intercom/Six Station/Two Channel/Wired	E22253	
Portacom	XLR	Intercom/Six Station/Two Channel/Wired	E22255	
Portacom	XLR	Intercom/Six Station/Two Channel/Wired	E22247	
Basler	PR1	Intercom/Six Station/Two Channel/Wired	S0204	AC/DC Converter for Portacom System
Portacom	PC-100	Intercom/Six Station/Two Channel/Wired	E23962	Main Station for Portacom System
Portacom	H-200	Intercom/Six Station/Two Channel/Wired	D30111	Headset for Portacom System
Portacom	H-200	Intercom/Six Station/Two Channel/Wired	D30154	Headset for Portacom System
Portacom	H-200	Intercom/Six Station/Two Channel/Wired	D30155	Headset for Portacom System
Portacom	H-200	Intercom/Six Station/Two Channel/Wired	D30170	Headset for Portacom System
Portacom	H-200	Intercom/Six Station/Two Channel/Wired	D30152	Headset for Portacom System
Portacom	H-200	Intercom/Six Station/Two Channel/Wired	D30094	Headset for Portacom System
Portacom	B-200	Intercom/Six Station/Two Channel/Wired	E22442	Belt Pac for Portacom System
Portacom	B-200	Intercom/Six Station/Two Channel/Wired	E22394	Belt Pac for Portacom System
Portacom	B-200	Intercom/Six Station/Two Channel/Wired	E22440	Belt Pac for Portacom System
Portacom	B-200	Intercom/Six Station/Two Channel/Wired	E22390	Beltpac for Portacom System
Portacom	B-200	Intercom/Six Station/Two Channel/Wired	E22426	Beltpac for Portacom System
Portacom	B-200	Intercom/Six Station/Two Channel/Wired	E22389	

Portacom	B-3-100	Intercom/Six Station/Two Channel/Wired	C2003721	3 By 1 Sub Station for Portacom System
Portacom	Hard Case	Intercom/Six Station/Two Channel/Wired	E23197	Portacom includes Case, Main Station,3 by 1 Station,7 XLR 50' cables, 6 Headsets,6 Beltpacs and instructions
Portacom	XLR Cable	Intercom/Six Station/Two Channel/Wired	E22248	
Portacom	XLR Cable	Intercom/Six Station/Two Channel/Wired	E22254	
Portacom	XLR Cable	Intercom/Six Station/Two Channel/Wired	E22252	
Portacom	XLR cable	Intercom/Six Station/Two Channel/Wired	E22250	
Mackie	1402-VLZ	Audio Mixer for Field Package	(21) BT812252	New Audio Mixer for Field Package
Radio Shack	32-1210	Radio Shack	425465	Six Channel Audio Mixer with 1/4 inch phone jack inputs
Radio Shack	23-583	Radio Shack		Four Channel Audio Mixdr with 1/4inch phone jack inputs- Battery powered
Radio Shack	32-1210	Radio Shack	214034	Six Channel Audio Mixer with 1/4 inch phone jack inputs
Radio Shack	36"	RCA Male to RCA Male - L&R 36"		
Radio Shack	36"	RCA Male to RCA Male - L&R 36"		
Radio Shack	36"	RCA Male to RCA Male - L&R 36"		
Hoike	xlr to xlr	XLR-Female to XLR-Male 10' Cable		
Hoike	xlr to xlr	XLR-Female to XLR-Male 10' Cable		
Hoike	xlr to xlr	XLR-Female to XLR-Male 10' Cable		
Hoike	xlr to xlr	XLR-Female to XLR-Male 10' Cable		
Hoike	xlr to xlr	XLR-Female to XLR-Male 10' Cable		
Hoike	xlr to xlr	XLR-Female to XLR-Male 10' Cable		
Sony	NP-FM30	Batteries for Digital 8 Teen Cameras		Infolithium Battery for Digital 8 Teen Camera
Sony	NP-FM30	Batteries for Digital 8 Teen Cameras		Infolithium Battery for Digital 8 Teen Camera
Sony	NP-FM30	Batteries for Digital 8 Teen Cameras		Infolithium Battery for Digital 8 Teen Camera

Sony	FP-330	Batteries for Sony Digital 8 & HI-8		Battery for Old Digital and HI-8 Camera
Sony	FP-330	Batteries for Sony Digital 8 & HI-8		Battery for old Digital 8 and HI-8 Camera
Sony	FP-300	Batteries for Sony Digital 8 & HI-8		Battery for old Digital 8 and HI-8 Camera
Sony	FP-330	Batteries for Sony Digital 8 & HI-8		Battery for old Digital 8 and HI-8 Camera
Sony	FP-330	Batteries for Sony Digital 8 & HI-8		Battery for old Digital 8 and HI-8 Camera
Sony	FP-330	Batteries for Sony Digital 8 & HI-8		Battery for Old Digital 8 and HI-8 Camera
Sony	FP-330	Batteries for Sony Digital 8 & HI-8		Battery for Old Digital 8 and HI-8 Camera
Sony	NP-F550	Batteries for Sony Digital 8 & HI-8		Infolithum Battery for Digital 8 and HI-8 Camera
Sony	NPQM-91	Battery 8 Hour for Sony PDX-10		8 Hour battery for Sony DSR-PDX10
Sony	NPQM-91	Battery 8 Hour for Sony PDX-10		8 Hour battery for Sony DSR-PDX10
Sony	NPQM-91	Battery 8 Hour for Sony PDX-10		8 Hour battery for Sony DSR-PDX10
Sony	NPQM-91	Battery 8 Hour for Sony PDX-10		8 Hour battery for Sony DSR-PDX10
Sony	NPQM-91	Battery 8 Hour for Sony PDX-10		8 Hour battery for Sony DSR-PDX10
Sony	NPQM-91	Battery 8 Hour for Sony PDX-10		8 Hour battery for Sony DSR-PDX10
Sony	NPQM-91	Battery 8 Hour for Sony PDX-10		8 Hour battery for Sony DSR-PDX10
Sony	NPQM-91	Battery 8 Hour for Sony PDX-10		8 Hour battery for Sony DSR-PDX10
Power 2000	NP-FM90 clone	Battery 8 Hour for Sony TRV-38 Mini-DV		Replacement Battery for TRV-38 camera B&H SKU PONPQM91Q
Power 2000	NP--FM90 clone	Battery 8 Hour for Sony TRV-38 Mini-DV		Replacement Battery for TRV-38 camera B&H SKU PONPQM91Q
Power 2000	NP-FM90 clone	Battery 8 Hour for Sony TRV-38 Mini-DV		Replacement Battery for TRV-38 camera B&H SKU PONQM91Q
Power 2000	NP-FM90 clone	Battery 8 Hour for Sony TRV-38 Mini-DV		Replacement Battery for TRV-38 camera B&H SKU PONPQ91Q
Hi-Capacity	B-9549	Battery 8 Hour for Sony TRV-38 Mini-DV		8 Hour Battery for the Sony TRV-38 Mini DV Camera
Hi-Capacity	B-9549	Battery 8 Hour for Sony TRV-38 Mini-DV		8 Hour Battery for the Sony TRV-38 Mini DV Camera
Hi-Capacity	B-9549	Battery 8 Hour for Sony TRV-38 Mini-DV		8 Hour Battery for the Sony TRV-38 Mini DV Camera
Hi-Capacity	B-9549	Battery 8 Hour for Sony TRV-38 Mini-DV		8 Hour Battery for the Sony TRV-38 Mini DV Camera



Sony	NP-QM91D	Battery 8 Hour for Sony TRV-70 Mini-DV		8 Hour battery for Sony TRV-70 Mini-DV Camera
Sony	NNP-QM91D	Battery 8 Hour for Sony TRV-70 Mini-DV		8 Hour Battery for Sony TRV-70 Mini-DV Camera
Sony	NP-QM91D	Battery 8 Hour for Sony TRV-70 Mini-DV		8 Hour Batter for Sony TRV-70 Mini-DV Camera
Sony	NP-QM91D	Battery 8 Hour for Sony TRV-70 Mini-DV		8 Hour Battery for Sony TRV-70 Mini-DV Camera
Hi-Capacity	B-963	Battery 8 Hour for the Sony TRV-310/66		8 Hour Battery for the Sony TRV-310 and TRV 66 Cameras
Hi-Capacity	B-963	Battery 8 Hour for the Sony TRV-310/66		8 Hour Battery for the Sony TRV-310 and TRV 66 Cameras
Hi-Capacity	B-963	Battery 8 Hour for the Sony TRV-310/66		8 Hour Battery for the Sony TRV-310 and TRV-66 Cameras
Hi-Capacity	B-963	Battery 8 Hour for the Sony TRV-310/66		8 Hour Battery for the Sony TRV-310 and TRV-66 Cameras
Hi-Capacity	B-963	Battery 8 Hour for the Sony TRV-310/66		8 Hour Battery for the Sony TRV-310 and TRV-66 Cameras
Hi-Capacity	B-9600	8hr Battery for Teen Camera TRV-510		8 Hour Battery for the Sony TRV-510 Teen Cameras
Hi-Capacity	B-9600	8hr Battery for Teen Camera TRV-510		8 Hour Battery for the Sony TRV-510 Teen Cameras
Hi-Capacity	B-9600	8 hr Battery for Teen Camera TRV-510		8 Hour Battery for the Sony TRV-510 Teen Cameras
Sony	NP-FM 30	Sony Infolithum Battery for Mini-DV		Back up Battery for Sony TRV-38 camera
Sony	NP-FM 30	Sony Infolithum Battery for Mini-DV		Back up Battery for Sony TRV-38
Sony	NP-FM 30	Sony Infolithum Batter for Mini-DV		Back up Battery for Sony TRV-38
Sony	NP-FM 30	Sony Infolithum Battery for Mini-DV		Back up Battery for Sony TRV-38
Sony	DSR-PDX10	Mini-DV/DVCAM camera & shotgun mic	1326774	Includes: camera, shotgun mic, case, remote, UV filter, ac-adapter & 3 way RCA cable
Sony	DSR-PDX10	Mini-DV/DVCAM camera & shotgun mic	1326932	Includes: camera, shotgun mic, case, remote, UV filter, ac-adapter & 3 way RCA cable
Sony	DSR-PDX10	Mini-DV/DVCAM camera & shotgun mic	1326762	Includes: camera, shotgun mic, case, remote, UV filter, ac-adapter & 3 way RCA cable
Sony	DSR-PDX10	Mini-DV/DVCAM camera & shotgun mic	1327184	Includes: camera, shotgun mic, case, remote, UV filter, ac-adapter & 3 way RCA cable
Sony	DSR-PDX10	Mini-DV/DVCAM camera & shotgun mic	1326757	Includes: camera, shotgun mic, case, remote, UV filter, ac-adapter & 3 way RCA cable
Sony	DSR-PDX10	Mini-DV/DVCAM camera & shotgun mic	1326761	Includes: camera, shotgun mic, case, remote, UV filter, ac-adapter & 3 way RCA cable
Sony	DSR-PDX10	Mini-DV/DVCAM camera & shotgun mic	1326929	Includes: camera, shotgun mic, case, remote, UV filter, ac-adapter & 3 way RCA cable

Sony	DSR-PDX10	Mini-DV/DVCAM camera & shotgun mic	1326770	Includes: camera, shotgun mic, case, remote, UV filter, ac-adapter & 3 way RCA cable
Panasonic	AG-456	S-VHS Camera -C	K5HB00383	Studio Camera -C
Sony	AG-456	Panasonic AG-456 Video Cameras	A6HB00787	
Sony	VCL-R2037S	Sony 2X Extender Lens for TRV-70		2X Extender Lens for Sony TRV-70 Mini DV Camera
Sony	VCL-R2037S	Sony 2X Extender Lens for TRV-70		2X Extender Lens for Sony TRV-70 Mini DV Camera
Sony	DCR-TRV530	Sony Digital 8 Video Camera	1056562	Camera-E includes Dorskocil Case,Remote, AC-Adapter,UV Filter,Strap,RCA to Mini Cable and NP-FM30 Battery
Sony	DCR-TRV310	Sony Digital 8 Video Camera	1300274	Camera -A includes, Pelican Case,Remote,AC-Adapter,UV-Filter,Strap
Sony	TRV-75	Sony HI-8 Video Camera	1076459	Camera- includes Samsonite Soft Case, Remote,Strap and AC-Adapter
Sony	CCD-TR101	Sony HI-8 Video Camera	269313	Former County Council Camera
Sony	CCD-TR-700	Sony HI-8 Video Camera	54615	Former County Council Camera
Sony	TRV66	Sony HI-8 Video Camera	77474	Camera- includes Pelican Case, Remote,AC-Adapter,UV-Filter,Strap,
Sony	TRV-67	Sony HI-8 Video Camera	20722	Camera - includes Pelican Case, Remote,AC-Adapter,UV -Filter,Strap and RCA Cables
Sony	DCR-TRV-70	Sony Mini-DV Video Camera	1326524	Sony TRV-70 Mini DV Camera with case, remote, AC adapter, filter, 3way RCA cable
Sony	DCR_TRV-70	Sony Mini-DV Video Camera	1326503	Sony TRV-70 Mini DV Camera with case, remote, AC adapter, filter, 3way RCA cable
Sony	DCR-TRV-70	Sony Mini-DV Video Camera	1326495	Sony TRV-70 Mini DV Camera with case, remote, AC adapter, filter, 3way RCA cable
Sony	DCR-TRV-70	Sony Mini-DV Video Camera	1326437	Sony TRV-70 Mini DV Camera with case, remote, AC adapter, filter, 3way RCA cable
Sony	DCR-TRV-38	Sony Mini-DV Video Camera	113432649	
Sony	DCR-TRV-38	Sony Mini-DV Video Camera	113432605	S/N 1542 Has AUDIO PROBLEM. "NO AUDIO THROUGHPUT" To onboard speaker. Audio plays though AUDIO OUT to head- phones. 11-7-03 GN
Sony	DCR-TRV-38	Sony Mini-DV Video Camera	11343265A	Stolen from Helen Santiago 4-18-04 Waiting for police report
Sony	DCR-TRV-38	Sony Mini-DV Video Camera	113432616	
Sony	SPK-TRA	Sony Sports Pack For TR-101 Camera	304716	Sony Sports Pack for Sony TR-101 HI-8 Cameras
Sony	SPK-TRA	Sony Sports Pack For TR-101 Camera	305249	Sony Sports Pack for Sony TR-101 HI-8 Camera

Hoike/Lucas	25 foot	Triax camera cables for remote kit		Triax Camera cable for remote productions - contains 2 composite video plus xlr
Hoike/Lucas	50 foot	Triax camera cables for remote kit		Triax Camera cable for remote productions - contains 2 composite video plus xlr
Hoike/Lucas	75 foot	Triax camera cables for remote kit		Triax Camera cable for remote productions - contains 2 composite video plus xlr
Hoike/Lucas	100 foot	Triax camera cables for remote kit		
Sony	VCL-0637H	Wide Angle Lens for TRV-70		Wide angle conversion lens for the TRV-70
Sony	VCL-0637H	Wide Angle Lens for TRV-70		Wide angle conversion lens for the TRV-70
Sony	VCL-0637H	Wide Angle Lens for TRV-70		Wide angle conversion lens for the TRV-70
Sony	VCL-0637H	Wide Angle Lens for TRV-70		Wide angle lens for the TRV-70
APC UPS	420	Surge/Power Back Up	NS-9932240835	
CPC Ultech Inser	E-1A-608	Caption Editor	187	
Sony	SLV-R1000	S-VHS Record Deck	841854	
Sony	SLV-R1000	S-VHS Record Deck	841846	
CPU		Computer	98C202	
ViewSonic E-40	VCDTS21384-1M	Display Monitor	C192803014	
MicroSoft	P/N59758	Keyboard	KN9725013346	
MicroSoft	P/N98952	Mouse		
Dragon Speak	VXI Parrot	Headphone Microphone		
Symphonic	VCR/Monitor	Monitor/VCR Deck Combo		
Stack a Shelf	P/N C03-1	Shelving Unit		
HP	Pavillion 533	All equipment in Caption Bay # 1	KR31490083	Refurbished from TigerDirect 1-800-888-6111
Series LXI	VCR/Monitor	VCR/Monitor 14"	V47086709	
CPC Ultech Inser	E-1A-608	Captioning Editor	324	
Sony	SLV-R1000	S-VHS Record Deck	854145	
Sony	SLV-R1000	S-VHS Record Deck	851841	

CPU		Computer	190328	
Princeton		17" Display Monitor	671004038	
Mitsuko	HM333P	Mouse		
Koss	MAC-5	Digital Headphone		
Sonic	CD-750	Headphone Mic		
Isotel	#4	Surge Protector		
Power Strip		Power Strip		
Stack A Shelf		Shelving Unit		
Bella Advantage	EZ-FCP	Final Cut Pro Keyboard	405209530	Bella Advantage FCP Keyboard
Bella Advantage	EZ-FCP	Final Cut Keyboard	405209525	Final Cut Keyboard
Kensington	KEMTB	Trackball mouse	J0512000452	
Kensington	KEMTB	Trackball Mouse	J0512000480	Multibutton trackball mouse
LaCie HD	d2HD 250GB	I-Mac NLE	151204696	LaCie Extreme Firewire 250GB Hard Drive
LaCie	d2HD 250GB	E-Mac NLE	151603666	LaCie Extreme 250GB Firewire Drive
Apple	I-Mac G-5	I-Mac NLE	W85198L4SDY	Apple I-Mac G-5
Apple	I-Mac G-5	I-Mac NLE	W851985LSDY	Apple I-Mac G-5
Sony	GVD-1000	Sony GV-D1000 Mini-DV VTR	341853	Sony GVD-1000 Mini-DV VTR
Sony	GVD-100	Sony GV-D1000 Mini-DV VTR	341878	Sony GVD-1000 Mini-DV VTR
Panasonic	CT-1387VYD	Record Deck Monitor	MB11760060	
Kensington	64227	Trackball mouse for E-Mac #1	J-0302000848	Track Ball for E-Mac #1
Sony	GV-D1000	Sony GV-D1000 Mini-DV VTR	334855	Mini-DV VTR for Non linear editing suites
Sony	GV-D1000	Sony GV-D1000 Mini-DV VTR	334629	Mini-DV VTR for Non linear editing suties
Apple	E-Mac	E-Mac NLE System	G83112GMNT9	
Macally I-Key	EZ-Key	FCP Editing Keyboard	246C-000906	Final Cut Pro Editing Keyboard

Apple	E-Mac	E-Mac NLE System	G83112NDNT9	
Macally I-Key	EZ Keyboard	Final Cut Editing Keyboard	246C000630	Final Cut Editing Keyboard
Kensington	Turboball	Track Ball Mouse	J0302000378	Final Cut Editing Keyboard
King Pro	425VA	E-Mac NLE System	H30100090	Back Up UPS
King Pro	UPS 424VA	E-Mac NLE System	H30100120	Back Up Power Supply for E-Mac
King Pro	UPS 425VA	E-Mac NLE System	H30100089	
LaCie	120 Gig	E-Mac NLE System	13295253	Firewire Drive for E-mac #2
LaCie	120 Gig	E-Mac NLE System	13295241	Firewire Drive for E-mac #1
		Logging Station Monitor		
Maxtor	Hard Drive	I-Mac System	6.642E+11	External Fire Wire Hard Drive
Sony	Trinitron	I-Mac System	8013123	
Apple	I-Mac G-3	I-Mac System	RN1145DLKB	
Power R Inc.	Director's Cut	Analog to Digital Media Converter	602221	Media Converter
Apple	Keyboard	Apple Keyboard	KY1070KX6K4VA	Apple Keyboard
Apple	Pro Mouse	Apple Infrared Optical Mouse	3892P902	Apple Mouse
King Pro	USP 425VA	I-Mac System	H30100118	
Sony	SLV-R1000	S-VHS Record Deck	853332	S-VHS Record Deck
Panasonic	CT-1334	Monitor	LB61200381	Monitor
Apple	G-3 I-Mac	I-Mac System	RN1216UKLB	
Power R Inc.	Directors Cut	Analog to Digital Media Converter	602222	Director's Cut Media Converter
Apple	Keyboard	Apple Keyboard	AP1050094K4V	Apple Keyboard
Apple	Pro Mouse	I-Mac Mouse	3892P02	Apple Infrared Optical Mouse
King Pro	UPS 424VA	I-Mac System	H30100088	Back Up UPS for I-mac

Lowell	White	Various Reflectors		
Lowell	White	Various Reflectors		
Lowell	Silver	Various Reflectors		
Lowell	White	Various Reflectors		
Ace	White	Ground Lifter for 60 cycle hum		
Ace	White	Ground Lifter for 60 cycle hum		
Lowell	Ambi kit TO95Z	Lowel Four Light Kit		Lowell four light Kit
Lowell	Portrait 3	Lowel Three Light Kit		Lowel Kit includes,3 Omni Lights,3 Stands,3 Barn Doors, 2 Gel Holders, 2 Umbrellas,Scrim,Gels,C-Clamp, 2Grid Clips
Hoike	Sand Bags	Sand Bags for Lowell Light Kits		Sand bags for Lowell light stands
Hoike	Sand Bags	Sand Bags for Lowell Light Kits		Sand bags for Lowell light stands
Hoike	Sand Bags	Sand Bags for Lowell Light Kits		Sand bags for Lowell light stands
Hoike	Sand Bags	Sand Bags for Lowell Light Kits		Sand bags for Lowell light stands
Hoike	Sand Bags	Sand Bags for Lowell Light Kits		Sand bags for Lowell light stands
Ace	6 Plug	Various Electric Power Strips		
Ace	6 Plug	Various Electric Power Strips		
Ace	6 Plug	Various Electric Power Strips		
Shure	BG 1.1	Hand Held Cardioid Microphone		Hand Held Cardioid Microphone
Shure	BG 1.1	Hand Held Cardioid Microphone		Hand Held Cardioid Microphone
Shure	BG1.1	Hand Held Cardioid Microphone		Hand held Cardioid Microphone
Shure	BG1.1	Hand Held Omni Directional		Hand Held Omni Directional Dynamic Microphone-B-
Shure	PE56D CH	Hand Held Omni Directional		Hand Held Omni Directional Dynamic Microphone-C-

Shure	12-A	Hand Held Omni Directional		Hand Held Omni Directional Dynamic Microphone missing as of 6-24-04
Shure	12-A	Hand Held Omni Directional		Hand Held Omni Directional Dynamic Microphone
Shure	Prolouge 14-L	Hand Held Omni Directional		Hand Held Omni Directional Dynamic Microphone
Shure	BG1.1	Hand Held Omni Directional		Hand Held Omni Directional Dynamic Microphone-A- missing as of 6-24-04 jbl
Azden	SGM2	Azden SGM2X Shotgun/Omni Microphone		Azden SGM2 Shotgun/Omni covertable microphone system with mount.
Azden	SGM2	Azden SGM2X Shotgun/Omni Microphone		Azden SGM2 Shogun/Omni covertable microphone system with mount
Sima	Lavalier Mic	Lavalier Microphones with Mini Jack		
Sima	Lavalier Mic	Lavalier Microphones with Mini Jack		Lavalier Microphone - A- with Mini Jack and Soft Case
Sima	Lavalier Mic	Lavalier Microphones with XLR		Lavalier Microphone with XLR Connector for Studio Use
Sima	Lavalier Mic	Lavalier Microphone with XLR		Lavalier Microphone with XLR Connector for Studio Use
Sima	Lavalier Mic	Lavalier Microphone with XLR		Lavalier Microphone with XLR Connector for Studio Use
Sima	Lavalier Mic	Lavalier with XLR with XLR		Lavalier Microphone with XLR Connector for Studio Use
Shure	SM-11	Lavalier with XLR		Shure omni lav mic with tie clip pin
Shure	SM-11	Lavalier with XLR		Shure omni lav mic with tie clip pin
Shure	SM-11	Lavalier with XLR		Shure omni lav mic with tie clip pin
Shure	SM-11	Lavalier with XLR		Shure omni lav mic with tie clip pin
Shure	SM-11	Lavalier with XLR		Shure omni lav mic with tie clip pin
Shure	588SD	Omni Directional H/Z Mics for Checkout		Hand Held Omni Directional High/Z Dynamic Microphone-D-
Shure	588SD	Omni-directional H/Z Mics for Checkout		Hand Held Omni Directional High/Z Dynamic Microphone
Shure	588SD	Omni-directional H/Z Mics for Checkout		Hand Held Onmi Directional High/Z Dynamic Microphone
Sennheiser	MKE300	Shotgun Micaphones		Shotgun Microphone-A includes Case
Sennheiser	MKE300	Shotgun Micaphones		Shotgun Microphone -B includes Case Missing Battery Cap and Soft Case 11/09/02 gn
Compreshensive	SGM-2	Shotgun Micaphones		Shotgun Microphone-C includes Case

Audio Technica	Pro-88 W/T & W/F	Wireless Lavalier	41101299	Wireless Mic Set-A- includes, Transmitter, Reciever, Antenna, Lav Mic, Mini cable with Phone Plug Adapter and Case
Audio Technica	Pro-88W/T & W/F	Wireless Lavalier	9024	Wireless Mic Set -B- includes Transmitter, Reciever, Ant, Lav Mic, Mini cable with Phone Plug Adpt. And case
Azden	WM/WR Pro	Wireless Lavalier		Wireless Mic Set -C- includes Transmitter, Reciever, Ant, Lav Mic, Mini Cable and Soft Case
Azden	WM/WR Pro	Wireless Lavalier		Returned by producer # 256 discribing faulty operation on 5/16/03 gn 5/17/03. Put back on line 5/22/03 gn
Sony	WCS-999	Wireless Lavalier		Teen Equipment-Wireless Mic System includes Transmitter & Reciever #1213 and soft case 9
Citizen	M938-1A	Citizen LCD 5" Monitors DC	C2-01859	Includes Hood, battery pack and hotshoe
Citizen	M938-1A	Citizen LCD 5" Monitors DC	C2-01064	Includes Hood, battery pack and hotshoe
Citizen	M938-1A	Citizen LCD 5" Monitors DC	C2-01378	Includes Hood, battery pack and hotshoe
Citizen	M-329-1A	Citizen LCD 3" Monitors AC/DC	C1- 11455	LCD monitor used at planning room
Citizen	M-329-1A	Citizen LCD 3" Monitors AC/DC	C3-15044	LCD monitor used at planning room
Radio Shack	16-125B	Radio Shack Color 5" Monitor AC/DC	142362	Preview monitor at Planning
Focus/Videonics	FS-1	DV interface device	4012	DV interface device
Focus/Videonics	FS1	DV interface device		DV interface device
Starlite Video	YCS-421	Production Control Room		Bridge Switcher for D- Camera, A & B Deck and Elmo Moved to Puh storage, not in service, number will be reassigned
		Heavy Duty		
Videonics	MX-PRO	Production Control Room	210007	New Switcher for PCR
Sony	CM-8A	Production Control Room		Camera Control Unit & Power Module - Camera A
Sony	CM-8A	Production Control Room		Camera Control Unit & Power Module - Camera B
JVC	BRS-500U	Production Control Room	7656204	JVC Play Deck-B
JVC	BSR-8000U	Production Control Room	16556104	JVC Record Deck for PCR
JVC	BRS-500U	Production Control Room	16556104	JVC Play Deck -A
JVC	BR-S505U	Production Control Room	144107640	Remote Controller for JVC Record Deck and Play Decks A & B



JVC	TM-A13SV	Production Control Room	7483563	Monitor for JVC Play Deck -B
JVC	TM-A13SV	Production Control Room	7483564	Monitor for Elmo and Play Deck -B
Toshiba	CM1310A	Production Control Room	21C00598	Monitor for MX-Pro Switcher
Toshiba	CM1310A	Production Control Room	21C00603	Monitor for Videonics Titlemaker
Toshiba	CM1310A	Production Control Room	21C00202	Monitor for ScreenPlay NLE
Elmo	DT-1000AF	Production Control Room		Over Head Projector for PCR
Mackie	1402-VLZ Pro	Audio Mixer	AC54766	Audio Mixer for PCR
Radio Shack	SCT-5500	Production Control Room		Audio Cassette Player/Recorder for PCR
Radio Shack	CD-1660	Production Control Room		CD Player for PCR
Shure	515SBG18X	Production Control Room		PCR Director to Studio Mic
Sony	DSR-25	Production Control Room	118709	DV/DVCAM Record Deck for PCR
Sony	DSR-M10	Production Control Room	0121794A	Remote Controller for DSR-25
Marshall	MD-0114	Production Control Room	13995108453	Video DA
Marshall	V-R563P	Production Control Room	13994908453	LCD Triple Monitors for PCR
Marshall	V-R563P	Production Control Room	3995108453	LCD Triple Monitors for PCR
Tapco	T231	Production Control Room	21JX13812	Graphic EQ for Acoustic Control
Tapco	J-800	Production Control Room	21-SK-10459	PCR Audio Amplifier
JVC	SR-DVM70	DVD/DV/HDD record deck for PCR	090E0913	DVD/DV/HDD recorder for PCR
JVC	LM-15G	Production Control Room	140C0025	LCD Production Monitor for PCR
JVC	LM-15G	Production Control Room	140C0025	LCD Production Monitor
JVC	LM-15G	Production Control Room	140C0043	LCD Production Monitor
Data Video	SE-800	Digital Switcher		Multi input digital video switcher
Alesis	MK-2	Near Field Audio Monitors		Near Field Audio Monitors includes MO-Pad Isolation Pads
Bella/Advantage	EZ Keyboard	Editing Keyboard	405209693	Final Cut Keyboard
Bella/Advantage	EZ Keyboard	Editing Keyboard	405209371	Final Cut Keyboard
Bella/Advantage	EZ Keyboard	Editing Keyboard	405209698	Final Cut Keyboard

Apple	G-5 I-Mac	Editing Computer	W8545BTDAQ	Editing Computer
Apple	G-5 I-Mac	Editing Computer	WA845BV4TAQ	Editing Computer
Apple	G-5 I-Mac	Editing Computer	W8545BSNTAQ	Editing Computer
LaCie	250 Gig	Hard Drive	161000991	Firewire 250 Gig Hard drive for Editing Suites
LaCie	250Gig	Hard Drive	161002652	Firewire 250 Gig Hard drive for Editing Suites
LaCie	250 GIG	Hard Drive	161000971	Firewire 250 Gig Hard drive for PCR
Wacom	Graphire -3	Graphics tablet	5FZ010021	Free Graphics tablet with rebate.
Laird	LTM-DVDA5	Firewire DA	318386	2x5 Firewire DA
Applied Magic	ScreenPlay	Keyboard	912001085	Keyboard for Screen Play NLE
Sony	SLV-R1000	S-VHS Record Deck		Record Deck for ScreenPlay NLE #1 S-VHS Record Deck for Screenplay Station #1
Sony	Trinitron	Color Monitor	8012825	19" Color Monitor for Screen Play NLE #1
Applied Magic	ScreenPlay	ScreenPlay Non Linear Editor		Non Linear Editor
Applied Magic	ScreenPlay	Screen Play - Wood Cabinet		S/N 1204 Screen Play Is primary Check out Screen Play
Applied Magic	Key Board	Screen Play - Wood Cabinet	912002227	Key Board for Screen Play #2 NLE
Panasonic	CT-1387VYD	Screen Play - Wood Cabinet	LB01930049	Monitor for ScreenPlay #2
Panasonic	AG-1980	Screen Play - Wood Cabinet	E6TC00064	S-VHS Record Deck for ScreenPlay #2 Temp Only, Waimea HS Deck
Applied Magic	ScreenPlay	Screen Play - Wood Cabinet	SP006059	
Applied Magic	Key Board	Screen Play - Wood Cabinet	912002161	Key Board for ScreenPlay NLE #3
Panasonic	CT-1387VYD	Screen Play - Wood Cabinet	LB01930049	Monitor for ScreenPlay #3
Panasonic	AG-1980	Screen Play - Wood Cabinet	A8TC00904	S_VHS Record Deck for ScreenPlay #3
ITE	T-6	Studio Pedistal for Sony Camera -A	4564	Innovative Television Equipment Studio Pedistal
ITE	T-6	Studio Pedistal for Sony Camera -B	4575	Innovative Television Equipment Studio Pedistal
ITE	D-6	Dolly Wheels for Camera- A	3465	

ITE	D-6	Dolly Wheels for Camera -B	3170	
Panasonic	AG-455	S-VHS Camera- D	L2HB01649	Studio Camera -C
Buhlite	S-70	70Watt Studio Light with Barn Doors		
Lucas	Soft Box	500 Watt Soft Box	1	
Lucas	Soft Box	500 Watt Studio Soft Box	2	
Lucas	Soft Box	500 Watt Studio Soft Box	3	
Lucas	Soft Box	500 Watt Studio Soft Box	4	
Lucas	Soft Box	500 Watt Studio Soft Box	5	
Lucas	Soft Box	500 Watt Studio Soft Box	6	
DeSisti	CD15F	Studio Fresnel with Barn Doors	007-00	Studio Fresnel with Barndoors, Gel Holders and Grid C-Clamps
DeSisti	CD15F	Studio Fresnel with Barn Doors	1200	Studio Fresnel with Barndoors, Gel Holders and Grid C Clamps
Panasonic	AG-1980	S-VHS Record Deck	D6TC00478	
Bogen	3046/3063	Tripod & Head for Camera-D		
Panasonic	CT-1331	Record Deck Monitor for Crew - B&W	FA74603068	
Zenith	B27A112	27" Presentation Monitor	921-34291624	
Sony	DXC 3000	Three Chip Studio Camera	17848	Sony Studio Camera donated by Olelo
Sony	DXC 3000	Three Chip Studio Camera	17834	Sony Studio Camera donated by Olelo
Fujinon	Eagle	A 16 x 9.5 BRM -28 Lens		Prime Lens for Sony DXC 3000 Camera donated by Olelo
Fujinon	Eagle	A 16 x 9.5 BRM -28 Lens		Prime Lens for Sony DXC 3000 Camera donated by Olelo
Sony	DXF-50	B&W Camer Monitor	17851	B&W Camera Monitor donated by Olelo
Sony	DXF-50	B&W Camera Monitor	20018	B&W Camera Monitor donated by Olelo
Sachtler	Video 14 II	Pedistal Head with Plate for Camera -A	146111	
Sachtler	Video 14 -II	Pedistal Head with Plate for Camera -B		
Studio Set Pieces		Ho'ike's Standard Set Pieces		Includes: 3- 4'x8' White Lattaces Frames, 8 Curtains, 1 6'x8' Blue Screen, 1 Card Table & 3-5'x6' Offive Dividers
Draper	Cinefold 50X70	50"X70" Matte White Fold up Screen		Draper Cinefold 50" x 70" Matte White Fold Up Screen
Fender	Passport P-150	Portable 150 watt PA	N049173CP	Fender Passport P-150 Portable PA

Fender	ST-275	Speaker Stands for Passport 150 PA		Fender ST-275 speaker stands for Passport 150 PA
DeSisti	CD15F-150W	Ceramic Discharge Studio Fresnel	3705	Includes: Studio Fresnel, Barn Door, Gel Holder, Lamp & C-Clamp
DeSisti	CD15F-150W	Ceramic Discharge Studio Fresnel	4305	Includes: Studio Fresnel, Barn Door, Gel Holder, Lamp & C-Clamp
DeSisti	CD15FW	Ceramic Discharge Studio Fresnel	3705	Includes: Studio Fresnel, Barn Doors, Gel Holder, Lamp & C-Clamp
DeSisti	CD15FW	Ceramic Discharge Studio Fresnel	3105	Includes: Studio Fresnel, Barn Doors, Gel Holder, Lamp & C-Clamp
Panasonic	PAPTAE700U	1000 ANSI Lumens Video Projector	SA5140647	Panasonic 1000 Lumens Video Projector
Bogen	3433/501 Head	Production Control Room		Bogen 501 Head for Studio Pedestal
Bogen	3137	Production Control Room		Bogen Dolly for Studio Pedestal
Azden	SGM-2X	Checkout		Shotgun with Mic Muff
Azden	SGM2-X	Checkout		Shotgun with Mic Muff
JVC	GY-HD100U	JVC Studio Camera	14031043	Includes, UV filter, battery,AC-Adapter & Zoom Control
JVC	GY-HD100U	JVC Studio Camera	14030976	Includes, UV filter, battery,AC-Adapter & Zoom Control
JVC	GY-HD100U	JVC Studio Camera	13030503	Includes, UV filter, battery,AC-Adapter & Zoom Control
IDX	Endura 7s	High Capacity battery for JVC-GY-HD100U	D124465	
IDX	Endura 7s	High Capacity battery for JVC GY-HD100U	D 124443	
IDX	Endura 7s	High Capacity battery for JVC GY-HD100U	D124470	
IDX	VL-2	Charger for Endura7s	K6-01636	
IDX	VL-2	Charger for Endura7s	K6-01618	
IDX	VL-2	Charger for Endura7s	K6-01631	
HP	Pavillion ze480	HP Laptom for Teleprompter	CNF4271Y1C	Laptop for Teleprompter stored in J's Office
Mirror Image	Laptop 1	Mirror Image Teleprompter		Laptop teleprompter
Comprehensive	CVG-5 x 4	Routers and Distrabution Amplifiers		Vertical Interval Router for additional source inputs in PCR
Kramer	105VB	Routers and Distrabution Amplifiers	10307319	5 input DA for studio camera monitors return feed from record deck

Bogen	501/3221	Bogen 501/3221 tripod with case		Bogen tripod with 501 head and 3221 sticks and padded case
Bogen	501/3221	Bogen 501/3221 tripod with case		Bjogen tripod with 501 head and 3221 sticks and padded case
Bogen	501/3221	Bogen 501/3221 tripod with case		Bogen tripod with 501 head and 3221 sticks and padded case
Bogen	501/3221	Bogen 501/3221 tripod with case		Bogen tripod with 501 head 3221 sticks and padded case
Bogen	BO3146	Bogen Tripod Apron		Utility apron for holding audio mixers, microphones, wireless recievers, ext.
Bogen	BO3146	Bogen Tripod Apron		Utility apron for holding audio mixers, microphones, wireless recievers, ect
Bogen	745B	Tripod - 745B-501head3433 legs & case		Bogen 745B Tripod includes: 501 head, 3433 legs and case
Bogen	745B	Tripod - 745B-501head3433 legs & case		Bogen 745B Tripod includes: 501 head, 3433 legs and case
Bogen	745B	Tripod - 745B-501head3433 legs & case		Bogen 745B Tripod includes: 501 head, 3433 legs and case
Bogen	745B	Tripod - 745B-501head3433 legs & case		Bogen 745B Tripod includes: 501 head, 3433 legs and case
Velbon	PH368	Tripods with out Remote Control		Tridpod-A- has a fluid head
Bogen	3001/3160	Tripods with out Remote Control	190/JF29	Tripod -C-has a 3160 Head and a Bogen case marked as #11 Needs pedistal screw
Bogen	3001/3160	Tripods with out Remote Control	190/JF10	Tripod-D-has a 3160 Head and Bogen case marked as #3 Needs pedistal screww
Bogen	3001/3160	Tripods with out Remote Control	190/JE17	Tridpod-E-has a 3160 Head and Bogen case marked as #4
Bogen	3063/3246	Tripods with out Remote Control-Bogen		Tripod used at planning room
Sony	VCT-870RM	Tripods with Remote Control		Sony Tripod -A2- with LANC remote control in Sony case marked- A2
Sony	VCT-870RM	Tripods with Remote Control		Sony Tripod-A3- with LANC remote control in Sony case marked A-3
Sony	VCT-870RM	Tripods with Remote Control-Sony		Sony Tripod With LANC remote control in Sony Case
Velbon	Stratos 480	Velbon Fluid Head Tripods/Black		Tripod used at County Bldg
Velbon	PH-268R	Velbon Fluid Head Tripods/Black/DV		Fluid Head Velbon Tripod for New Sony Mini-DV Camera
Velbon	PH-268R	Velbon Fluid Head Tripods/Black/DV		Fluid Head Velbon Tripod for New Sony Mini-DV Camera
Velbon	PH-268R	Velbon Fluid Head Tripods/Black/DV		Fluid Head Velbon Tripod for the New Sony Mini-DV Camera
Velbon	PH-268R	Velbon Fluid Head Tripods/Black/DV		Fluid Head Velbon Tripod for the New Sony Mini-DV Camera

Velbon	Stratos 480	Velbon Fluid Head Tripods/Black		Tripod us at Conty Bldg
Sony	R5UC	Ho'ike Kauai TV	835741	S-VHS deck used at county bldg
Sony	R5UC	Ho'ike Kauai TV	835739	S-VHS deck used at county bldg
JVC	SR-V 10U	Ho'ike Kauai TV	107U 0438	
JVC	SR-V 10U	Ho'ike Kauai TV	107 U 0426	
JVC	SR-V 10 U	Ho'ike Kauai TV	107U 0413	
JVC	SR-V 10 U	Ho'ike Kauai TV	107 U 0420	
JVC	SR-V 10 U	Ho'ike Kauai TV	107 U 0437	
JVC	SR-V 10 U	Ho'ike Kauai TV	107 U 0411	
JVC	SR-V 10 U	Ho'ike Kauai TV	107 U 0457	
JVC	SR-V 10 U	Ho'ike Kauai TV	107 U 0424	
JVC	SR-V 10 U	Ho'ike Kauai TV	107 U 0408	
Audio Technica	ATW-R100	Audio Technica U-100 Wireless	S1-2480023	Wireless Mic System, Includes ATW-T102 Transmitter, ATW-R100 Reciever and case
Radio Shack	TRC506	Radio Shack Wireless Intercom Set (2)	150538	One unit of a two way communication set 1451 is its mate
Radio Shack	TRC506	Radio Shack Wireless Intercom Set (2)	113882	One unit of a two way communication set 1445 is its mate
Hoike	25' J	XLR Audio Cables		
Hoike	25'J	XLR Audio Cables		
Hoike	25'J	XLR Audio Cables		

## **Management**

- Operate the daily functions of the PEG center
  - Facilities open during hours convenient to the public users
  - Provide systems and equipment for operations (phone, electric, computers and furniture)
  - Provide Internet and web services
  - Equipment and resources made available to certified users
  - Provide facilitated assistance to non-certified users
  - Receive programs for on-air play
  - Create and produce Operational Procedures for users
  - Order and purchase office supplies
  - Order and purchase production supplies
  - Order and purchase equipment
  - Maintain positive relationship with Oceanic Time Warner Cable, Kauai
- Maintain staffing for operations
  - Produce Employee Handbook
  - Provide Employee job descriptions
  - Manage Employee benefit packages
  - Hire and dismiss staff
  - Provide annual staff evaluations
  - Provide staff for Production, Equipment, Education, and Office positions
  - Justify and provide payroll services to accounting firm (work time, sick leave, vacation, personal leave)
- Negotiate contracts and agreements
  - Oceanic Time Warner Capital Fund agreements
  - Government RFP's and Purchase Orders
  - Non-Profit or Community Media interests
  - Memorandums of Agreement
  - Grant applications (write, receive and administer grants)
  - Provide support for partnership grant applications
  - Professional services rendered
- Negotiate required insurance coverage
  - General Liability
  - Professional Media Liability
  - Property Insurance (Commercial Fire)
  - Director's and Officer's Insurance
  - Vehicle Insurance
  - Workers Compensation
  - Excess Liability (Umbrella)
- Budget Planning and execution
  - Annual Operations
  - Annual Capital
  - Maintain financial records of the corporation
  - Maintain adherence to approved budget
  - Submit and request approval for all budget adjustments
  - Receive and provide payment for all accounts payable

- Document and invoice all accounts receivable
- Purchase of approved capital equipment
- Maintain licenses, dues, and fees
- Maintain professional services
  - Insurance
  - Accounting (internal and external)
  - Interest bearing financial services
  - Audit
  - Legal
- Manage Building agreements
  - Negotiate lease agreement with Owner/Landlord United Public Workers
  - Building maintenance (refuse, air conditioning, paint and repair)
  - Provide security systems

### **Facilities**

- Maintain hours of operations (Monday through Saturday)
- Design and develop facilities to meet the needs of the community
- Create and produce training manuals
- Create and produce operational procedures manual
- Operate and maintain facil data management system for equipment checkout
- Establish and maintain non-linear edit systems (7 stations)
- Provide and maintain digital video equipment for checkout to certified users
- Provide and maintain audio systems for checkout to certified users
- Provide and maintain field production accessory equipment for checkout to users
- Provide and maintain studio facilities
- Provide and maintain studio master control room and system
- Provide and maintain copy or dub station for users
- Create and develop full operational Community Media Center at Hanalei Community Center

### **Education**

- Provide orientation on Public Access
- Develop training materials and procedures
- Register students and collect tuition
- Process applications for tuition waivers or scholarships
- Schedule and conduct Basic Video Production Courses
  - Digital camera operation
  - Field Production techniques
  - Digital editing with Final Cut Pro
  - Studio production (3 camera and master control room)
- Certification for Producer
- Conduct workshops upon request
  - Editing with Final Cut Pro
  - Studio production
  - Documentary film making
- Upgrade certification for veteran certified producers
- Independent consultation and continued education for producers



- Department of Education (Elementary, Middle, and High Schools)
  - Camera operation
  - Editing
  - Studio production
  - Documentary film making
  - Teaching Teachers workshops
- Private and Charter Schools
  - Supporting partner on Grant applications
  - Camera, Editing, and Documentary film making
- Hawaiian Immersion Schools
  - Basic Video production with English to Hawaiian translation
- Home School
  - Curriculum based training with 8 hours of class instruction per week
  - Camera operation
  - Field production
  - Studio production
  - Editing with Final Cut Pro
- Provide training for disabled individuals (Aspbergers, paraplegic, others)
- Provide training for KEO "After School Program" at Chiefess Kamakahelei
- Provide Basic Video Course at off-site locations upon request
- Monitor and provide reports on education and training programs

## **Production**

- Oversee management of facility equipment and use
  - Research and make recommendations for capital equipment purchases
  - Provide planning for equipment package development
  - Maintain and record accurate data on use
  - Maintain Facil database of equipment use and reservations
  - Provide reports on equipment use as requested or required
  - Upgrade and increase knowledge of technological changes in the marketplace
  - Knowledge of Apple computer systems (with Apple Certification)
  - Create all necessary forms and agreements for equipment checkout
- Provide organizational supervision of equipment use
  - Administer reservation system for equipment checkout
  - Maintain inventory list with all necessary and required equipment information
  - Maintain inventory identification system
  - Insure proper maintenance for equipment
  - Provide routine and regular maintenance on all equipment
  - Create all necessary forms and agreements for equipment checkout
  - Monitor hard drive usage and storage capabilities on edit systems
  - Provide and maintain field production packages at 2 remote locations
  - Repair equipment as necessary
- Oversee production services

- Provide equipment for certified users as requested
- Receive and inspect all equipment following use
- Preparation of studio equipment prior to reservation
- Provide facilitated studio production for "Open Mic" and "Community Camera"
- Develop and produce voter education programs and candidate forums
- Provide production services for contract agreements
- Recruit volunteers for facilitated production projects
- Provide facilitated field production as directed
- Provide four camera live to tape production capabilities
- Provide editing services when directed
- Maintain positive relationships with vendors
- Maintain positive relationships with certified producers and facility users
- Provide and maintain equipment for satellite community media center

### **Programming**

- Administer channels
  - Operate assigned cable channels
  - Maintain tape and digital automation system for channel operation
  - Operate Synergy Broadcast TiltRac digital automation system
  - Capable operation of TiltRac PC Anywhere system
  - Schedule submissions for airplay
  - Maintain database of program performance information
- Facilitate use of Access system
  - Craft procedures and policies for program submission
  - Create forms (submission, talent release, copyright agreements, PSA and IVBB requests)
  - Accept program submissions
  - Insure compliance with applicable policies
  - Manage requests for series presentations
  - Receive Public Service Announcements from community organizations
  - Schedule and post information on interactive video bulletin board (IVBB)
- Foster knowledge of program information
  - Provide schedule information to newspapers
  - Post schedule information for each channel on website
  - Maintain official Ho'ike website
  - Inform producers with schedule upon request
  - Assist producers with program promotion
- Maintain relationship with Kauai Community College and HITS system access

### **Outreach**

- Participation in Hawaii PEG Alliance (Akaku, Ho'ike, Na Leo, 'Olelo)
- Participation in Alliance for Community Media West Region
- Serve on the Board of Directors for ACM West Region - Chairman
- Prepare and make presentations at national and regional conferences
- Participation and support in Kauai Civic and Community organizations

- Kauai Chamber of Commerce Media and Public Relations Committee
- Kauai Rotary Clubs presentations
- Kauai Salvation Army Advisory Board
- Kauai Economic Development Board
- Kauai Children's Discovery Museum
- Kauai Economic Opportunity "After School Program" for at risk kids
- Kauai Foodbank
- Leadership Kauai
- Miss Kauai ~ Miss Garden Isle Scholarship pageants
- Na Koa UH Football Booster club
- Kauai Senior Extravaganza
- Lights on Rice Street Holiday parade
- Koloa Plantation Days
- Storybook Theatre of Hawaii
- Kauai Film Commission
- Kauai Boys and Girls Club
- Hale Halawai Ohana 'O Hanalei - Hanalei Community Center
- Public speaking and presentations at schools
  - Career Fairs - Kapaa Middles, Kauai, Kapaa, and Waimea High Schools
  - Workshops - Hanalei Elementary, Waimea Canyon School, Waimea High, Kapaa High, Kapaa Middle, Ke Kula o Niihau o Kekaha, Elele School, and Kalaheo School
- Conduct field trip visits and tours of facility
- Presentation and discussion of programs on Kauai radio stations
- Provide IVBB service information to more than 200 community organizations
- Conduct periodic community forums or meetings
- Participation in 'Olelo Youth Xchange
- Develop information presentations and discussions with Kauai County
  - Director of Finance
  - County office of Information Technology
  - American Disabilities Act Coordinator
  - Mayor's Advisory Committee for Equal Access (MACFEA)
  - Charter Commission
  - Civil Defense

## **Marketing**

- Design corporate logo
- Manage and maintain website
- Provide program schedules to newspaper publications
- Develop partnership with Cable Operator for paid display ad in newspaper
- Post program schedules on website
- Design and produce promotional materials
  - Informational Flyers
  - Brochures describing equipment
  - Brochures describing services
  - Printed materials on program services

- Event posters
- Design newspaper ads and articles
- Promote Interactive Video Bulletin Board to potential community user groups
- Craft various press releases and distribute to media
- Assist producers in writing and distributing program press releases
- Public speaking to community as described in Outreach section
- Design collateral materials - caps, T-shirts, tote bags
- Create visibility at community events

### **Board of Directors**

- Acquire and maintain non-profit 501 (c) 3 status with U.S. Federal Tax Office
- Maintain by-laws of the corporation
- Attend to meetings and functions of the Board
- Submit required reports and information to the Board
- Submit capital expense requests for approval
- Attend to board committee meetings
- Maintain and store records of the Board meetings
- Maintain records of the corporation
- Provide weekly reports on operations and activities
- Provide reports and updates on government affairs
- Facilitate Board retreats and planning sessions
- Conduct election from producers and users for one seat on the Board

### **DCCA**

- Respond to department requests for information or performance
- Negotiate PEG contract - sign authorized agreement
- Appear at department headquarters when requested
- Provide response to public complaints or inquiries
- Provide correspondence between Board of Directors and department
- Provide all information and changes to corporate by-laws
- Prepare and provide Annual Operational Budget
- Prepare and provide Annual Operational Plan
- Prepare and provide Annual Inventory Report
- Prepare and provide any additional reports requested
- Attend Annual Executive Review with Director and Cable Administration

### **Reporting**

- Annual Activity Report
- Year End Activity Report
- Executive Summary of Activity Reports
- Executive Summary Comparative Analysis
- Key Measures of Performance

Salary Benefit Cost Allocations

Operational Plans

Complaint resolutions

Financial Report

Financial Audit

Facility Inventory Report

Any other report as requested

County Government production accounts (invoice and actual time versus budget)