



**Board of Directors Meeting**  
INTELECOM Intelligent Telecommunications  
dba Intelcom Learning

**Friday, October 21, 2016**  
**9:10 A.M. - 9:30 A.M.**

Los Angeles Valley College  
President's Conference Room (Admin 2 Building)  
5800 Fulton Avenue  
Valley Glen, CA 91401

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES

**ACTION**

A. Board of Directors Meeting: August 12, 2016

Attachment A

*Recommended Action: Approve August 12, 2016 meeting minutes.*

IV. DEPARTMENTAL BUSINESS AND REPORTS

A. CEO Update

B. Administration and Finance

**ACTION**

1. Financial Reports: September 30, 2016

Attachment B

2. Revised Jury Duty Policy

Attachment C

*Recommended Action: Review and approve proposed revision to the Jury Duty and Court Subpoena policy in the Intelcom employee handbook.*

V. EXECUTIVE SESSION (optional)

VI. OTHER

VII. PUBLIC COMMENT

VIII. ADJOURNMENT

**Upcoming 2016/17 Meetings:**

Friday, January 27, 2017  
(9:00am-11:00am)

Friday, March 24, 2017  
(9:00am-11:00am)

Friday, June 9, 2017  
(9:00am-11:00am)