

Lake Champlain Access Television
Meeting of the Board of Directors
October 20, 2004

Present: Sam Conant (SC), Donald Alderman (DA), Hank Schaefer (HS)
Eric Hadd (EH), Channel Director Kevin Christopher (KC), Buddy Meilleur

1. Call to order

SC called the meeting to order at 6:00 pm.

2. Public Comments

EH reported that staff at his school commented on what a great resource LCATV staff members were for video editing and digital transfer projects. They would like a 'refresher' class which KC will follow up on.

KC has received several positive comments about his sending out our meeting agenda to various school, town and public groups.

3. Board Member Comments

DA wanted to make sure that as the different towns due their annual reviews, that they are aware of their respective Board members and date that term expires. KC is providing this information..

4. Approval of the minutes of 9/22/04

HS made the motion, EH second, to accept the minutes of 9/22/04. Motion passed.

5. Executive Director's Report

KC presented an updated budget draft. KC had spoken with the landlord and reported on our options. The dog grooming business will stay until 8/05. There is space the landlord could create for us adjacent to our current space. Pro's and con's of each were discussed, with KC to follow up with the landlord for more details and bring it back to the Board.

KC has also done research on phone rates and presented info from 'Light Ship'. Georgia school system went this route and is pleased with service and the rates. KC is still waiting for information from SoverNet. The budget will be discussed in separate agenda item.

KC reported on bank changes. The funding payment from Adelphia (\$250,365.31) will be split with \$100,000 into a 90 day account; \$100,000 into a 12 month higher interest account; \$50,365.31 into a new checking account at the credit union. The plan is to close out all Chittenden Bank accounts.

KC had looked at potential space at Water Tower Hill, but it was not a realistic option for LCATV.

KC reported on the quarterly flyer distribution program and would like feedback if we hear of any comments about them.

KC reminded the Board of the Annual Report and welcomes our comments/input.

KC received an invoice from the Rule 8 committee, looking for \$750. This is the second installment of a previous financial commitment.

KC reported Matt Daly would like to meet with LCATV. SC, KC will attend for sure

with other members welcome.

6. Adelpia Contract Negotiations

KC reported that Matt Daly would like to meet with LCATV and will set a time for early next week. KC and SC will definitely attend, and all members are invited. KC will be putting together a packet of information to present. EH brought up the question of ascertaining community needs. SC talked about assessment tools to gather this information.

7. Review FY 2004-05 Budget Draft

KC presented a budget draft #3. HS discussed including capital, labor and rent for our proposed goals of expansion (satellite studio/office) into Georgia and Milton. There was discussion as to how predict allocations for this based on each town's needs and how best to show these figures in the budget. KC will continue to work on the budget and put these types of items as an addendum. To follow up with thinking about satellite space—EH wondered about the cost of a drop if we did find space in Milton or Georgia. KC reported that this would be Adelpia's responsibility, but that initially it seemed most logical to look for space at the schools at this time, where the drop is already in place. SC mentioned that he wanted KC to price out several models which might work at satellite sites—i.e. basic equipment to store in school space, a mobile unit, etc.

HS felt that we should set aside an entire meeting just for the budget as this is getting more complex each year.

8. Treasurer's Report

DA reported that we are up to date with all the bills. Total assets are \$544,327.42 (includes recent Adelpia funding payment). HS made the motion, EH second, to accept the Treasurer's Report. Motion passed.

9. Executive Session (Evaluation/Contract)

HS made the motion, EH second, to go into Executive Session to discuss evaluation and contract issues.

As a result of Executive Session, LCATV Board of Directors offered Kevin Christopher a new contract with salary increase.

10. Adjournment

Meeting adjourned at 7:30 pm

NEXT MEETING NOVEMBER 17, 2004, at 5:30 pm.

Respectfully submitted,

Kary Towne