

Minutes.oct/20

## Lake Champlain Access Television

Meeting of the Board of Directors

October 20, 2008

Present: Richard Pecor (RP), Sam Conant (SC), Peter Russom (PR), Ron Stotyn (RS),  
Kary Towne (KT) and Channel Director Kevin Christopher (KC)

Also Present were LCATV Staff Members Buddy Meilleur and Rebecca Padula

RP called the meeting to order at 5:30 pm.

### **Public/Board Member/Staff Comments**

KT mentioned that LCATV should look into becoming a vendor at the NEA Teacher Conference Expo. The theme for this year was technology and this might be a good way to get LCATV's name out there. VAN might consider this since it is a statewide convention.

RP talked about the future for CHS as a magnet school and how LCATV might become involved with this process.

### **Approval Minutes of 9/29/08**

PR made the motion, RS second, to approve minutes of 9/29/08, with corrections. Motion passed.

### **Executive Directors Report**

*Colchester Elected Board Position:* KC has begun the process for the election of a Colchester Board member. The election is open until 10/30/08 and the votes will be counted at the next meeting. SC is running for this position.

*DMG template:* KC has sent this out and hasn't had much feedback. This will be used for year end accounting and IRS reporting purposes.

*Georgia/Fairfax:* Greg EplerWood suggested tying Fairfax option into the new contract negotiations. The Board discussed pros and cons of this suggestion and moved into discussing contract negotiations.

*Contract Negotiations / MediaVox Document:* RP has talked with other PEG employees and is interested in learning about their negotiating process as we move forward in preparing for ours. We expect we all have similar talking points and discussed how we might best support one another. KC noted that VAN this support might best be realized through the VAN biweekly conference calls. PR felt that sharing talking points makes sense but sharing strategies might not make sense.

KC sent the Board an 11 page MediaVox document which resulted from a meeting with KC, RP and Glen EplerWood. The basic contract will cost LCATV around \$9000 over two years. LCATV would see some saving in attorney fees with this. The Board discussed portions of the contract. Greg EplerWood feels the telephone survey is a vital piece. The Board discussed the pros and cons of this. RP mentioned that he had spoken to Lauren Glen Davidian and she suggested power mapping. We would find leaders in various segments of the community, find out their needs and how we can work to meet their needs. These people, in turn, would write letters of support for us.

After more discussion, the Board agreed they would like to know more and would like to see if Lauren Glen Davidian would be available to work with us on this. KC will contact her to set this up after the first of the year, if she is available.

There was more discussion about Greg's proposal. The Board agreed it made sense to work with Greg but wanted more time to review the document and get comments back to KC via email. KC will follow up with the Board via email.

*Web platforms:* Work has begun on the menu which will get topics on line.

*Real Estate Presentation:* RS gave a computer presentation of the buildings he had viewed to give the Board an idea of what real estate is currently available. He also showed us a sample floor plan, giving us an idea of the amount of space we actually need, along with some expansion room. This raised questions from the Board. What will our space needs be in the future? How much should we plan for expansion? Might it be wise to get more space than we need giving us the option of renting out space until our needs change.

*Job Descriptions:* KC had reviewed and updated job descriptions.

Channel Coordinator: updates based on new technology

Channel Director: essentially the same, minor changes

PT Production Coordinator: simplification of Buddy's old job description

Production Manager: substantial differences—additions related to increased web work, work flow, mentoring/working with production coordinator position

PR made the motion, KT second, to approve the job descriptions as presented by KC. Motion passed. Based on that motion, RP will sign off on Buddy's new contract.

### **Treasurer's Report**

KC presented the balance sheet as of September 30, 2008. Current assets are \$409,071.25 and total assets are \$508,366.22. We currently have KT, RP, PR as signers on our accounts.

### **Executive Session**

At 7:20 pm RS made the motion, PR second, to move into Executive Session. Motion passed.

At 7:40 pm, PR made the motion, RS second, to exit Executive Session. Motion passed.

As a result of Executive Session, PR made the motion, RS second, to approve the salary and contract for the Executive Director and Channel Coordinator as agreed upon in Executive Session. Motion passed.

**Adjournment:** The meeting was adjourned at 8:00 pm

Respectfully submitted,

Kary Towne

Secretary

Next meetings: November 17

December 15 at T-Bones in Colchester