

**Lake Champlain Access Television**  
**Meeting of the Board of Directors**  
**Milton Municipal Complex**  
**March 10, 2008**

Present: Dick Pecor (DP), Peter Russom (PR), Hank Schaefer (HS), Ron Stotyn (RS),  
Sam Conant (SC), Executive Director Kevin Christopher (KC)

**HS called the meeting to order at 5:35 p.m.**

**Board Reorganization**

PR made the motion to approve the following slate of officers:

Dick Pecor- President  
Hank Schaefer- Vice President  
Peter Russom- Treasurer  
Kary Towne- Secretary

Motion passed.

**Public/Board Member/Staff Comments**

KC said that Town Meeting coverage was a success. A record number of people stopped by the studio for live coverage. Milton results were not received during the live show. It marked the first time LCATV streamed live coverage on the web. DP thanked the staff for their work on the night.

**Approve Minutes of 1/28/08**

Deferred until next meeting due to unavailability of minutes.

**Executive Director's Report**

Digital Media Grant Program: KC reported that Burnham has begun purchasing equipment and LCATV is working with them to train on that equipment. KC spoke with Fran Ferro from Milton and they now have a full steering committee in place and will begin meeting soon. There is no Georgia update.

Georgia/Fairfax: KC received an email from Paul Legassey on 2/14 stating that the Northwest Access TV board was drafting a letter in response to KC's request for program sharing. No letter has been received. KC is looking at ways to be more proactive with our approach to serving Fairfax. DP suggested drafting a proposal to show to the town. HS suggested approaching Northwest once more regarding program sharing reminding them that we have yet to receive the response. The board discussed the possibility of LCATV covering some BFA St. Albans events ourselves. HS suggested approaching the Fairfax library first. HS recommended that all communications with Northwest go from board president to board president. KC will begin work on a proposal to Fairfax representatives.

LCATV Mission Statement: RP suggested keep it brief and concise. KC mentioned the "blub" that he uses on the website, in letters, etc. as something to use as a jumping-off point. RS asked if other AMOs have mission statements we could look at and volunteered to look at other statements and do some preliminary research.

Paid Internship: KC thought that any internship to help with the library program was unnecessary right now as the libraries are taking the lead currently. RS asked where intern would come from. KC said perhaps St. Michael's or a local high school. DP asked if there was a need for additional summer help during camps. KC said that would be helpful. PR mentioned that Plattsburgh offered many credit opportunities for interns. KC will put this on the next agenda as something to look at closer to summer months.

Expanded Board Membership: SC suggested looking at expanding voting board membership by three to more easily achieve a quorum. HS wondered where these additional members would come from, given current difficulties in finding members. DP suggested looking to the libraries for new positions. HS cautioned against stacking the board with Colchester members and would prefer to see continued equal representation. KC mentioned that he has sent letters to non-winning Georgia town meeting candidate inviting them to attend a meeting and consider board membership. HS suggested that non-member committees be formed to accomplish work that can't be accomplished in regular meetings. DP felt it wise to let the media grant program mature a little and see if that provides an outlet for board and committee members. PR suggested creating extra board seat for a specific purpose. RS expressed that we should start looking at what kinds of board members we looked and HS mentioned that we should also look at what sort of board we want. HS suggested forming a mission statement and working from there.

### **Policy Review**

KC mentioned that any proposed changes made as a result of review must be warned for the next meeting. DP suggested sending warning/agenda to local libraries from now on. KC clarified the definition of LCATV membership and would need to be warned. DP suggested table the review and looking at fewer policies per meeting. HS made a motion, PR second, to table and review Policies 1-3 at the next meeting. Motioned passed. KC will include policies in packets.

### **Treasurer's Report**

Current total assets: \$499,965.65 SC asked about the capital deficit and KC updated him on underspending to eliminate the deficit.

KC presented an operating reserve budget plan and suggested applying those budget items to the balance sheets. HS asked about the possibility of Comcast reducing funding due to the fund balance. KC mentioned that some AMOs are currently going through contract renewals and those results may provide some indication of that. SC asked about need for additional staff and KC thought that extra Fairfax revenue would cover that. RS asked about the need for a second truck and KC said that there was none. DP mentioned looking at additional staffing to serve libraries and schools and SC suggested soliciting letters of need from those organizations. HS made a motion, PR second, to table the discussion until next meeting. Motion passed.

KC asked for an approval of some minor FY 2008 budget revisions including moving Mobile Lab maintenance from capital to operating and changing a capital microphone purchase. HS moved, RS second to approve budget changes.

### **Executive Session**

No Executive Session

### **Meeting adjourned**

HS moved, PR second, to adjourn. Meeting adjourned approximately 6:50 p.m.

Next meeting: April 28, 2008 at the Georgia Public Library

Respectfully submitted,

Kevin Christopher  
Executive Director