

Lake Champlain Access Television
Special Meeting of the Board of Directors
Policy Review
Colchester, VT 05446
October 14, 2009

Present: Dick Pecor (DP), Ron Stotyn (RS), Neil Hilt (NH), Peter Russom (PR)
Kevin Christopher (KC)

DP called the meeting to order at 6:10 pm.

RS made the motion, PR second, to approve the agenda. Motion passed.

Policy Review:

KC began the presentation with Policy 7 *Program Scheduling*. The Board reviewed the proposed changes. The use of a chart made scheduling clear. RS made the motion to adopt the first reading of Policy 7 *Program Scheduling*, NH second. Motion passed.

Policy 8 *Use of Facilities*: KC took all the pieces from other policies that referred to use of facilities and incorporated them into Policy 8. The Board discussed the proposed changes. NH made the motion to adopt the first reading of Policy 8 *Use of Facilities*, PR second. Motion passed.

Policy 9: *Use of Minors in LCATV Programs*: The Board reviewed the proposed changes. While discussing Policy 9, there was referral to the talent release form, formerly the minor release form. To clarify, RS made the motion, PR second, to amend the motion regarding Policy 8 that the release form referred to will now be called the talent release form. Motion passed. Discussion continued on Policy 9. RS made the motion to adopt the first reading of Policy 9 *Use of Minors in LCATV Programs* and the adoption of LCATV's talent release form replacing the minor releases form. Motion passed.

Policy 10 *Program Content*: RS has gone through and made a fairly substantial rewrite. His goal was to strengthen LCATV's position to make sure our producers have a good foundation about what to include or not as they make decisions on content. There was lengthy discussion including the Viewer Advisory section; linking content to LCATV's procedures, specifically # 3 and #4; airing obscene, profane or indecent content; and determining violations and penalties. RS made the motion to adopt the first reading of Policy 10 *Program Content*, as revised. NH second. Motion passed.

Policy 11 *Financial Management*: KC has streamlined other policies related to finances into Policy 11 and updated areas such as minimum safe balance reserve and fund balance. NH made the motion to adopt the first reading of Policy 11 *Financial Management*, RS second. Motion passed.

Policy 12 *Human Resources*: The Board reviewed this comprehensive description of Human Resources at LCATV. The Board reviewed the draft and made changes under employment agreements, leave, wanted a clear definition of part-time vs full-time employees and harassment. RS made the motion to adopt the first reading of Policy 12 *Human Resources* as amended, NH second. Motion passed.

Procedures: KC requested that we table the procedures so that he could do a rewrite based on tonight's discussion. RS made the motion to table discussion of Procedures, NH second. Motion passed. KC will rewrite this section and present it to the Board at the next meeting.

Future Action or Agenda Items

KC would like to have reference in our bylaws to the VT open meeting law and some type of reference to board recruitment. This idea is a result of work KC has done with Greg Epler-Wood.

Mike Simoneau will be at our next meeting.

KC would like to schedule our November meeting in Georgia

KC would like to have the December meeting as an open house at the station with catering.

NH wanted to know about contract work. KC is gathering salary data from upstate NY and surrounding states and is hoping to be able to share that with the Board at the next meeting.

DP talked briefly about the STEM Academy concept and how LCATV might complement this program.

KC will make changes in the complaint form and send out a draft via email to the Board to review prior to next meeting so that we can adopt it.

Adjournment:

At 8:30pm NH made the motion, RS second, to adjourn the meeting. Motion passed.

Meeting Adjourned.

Respectfully Submitted,

Kary Towne
Secretary, LCATV