



LAKE CHAMPLAIN ACCESS TELEVISION

REGULAR MEETING OF THE BOARD OF DIRECTORS

FEBRUARY 23, 2009

LCATV, 354 PRIM ROAD, COLCHESTER, VT

Board Present: Richard Pecor (RP), Sam Conant (SC), Peter Russom (PR), Ron Stotyn (RS)

Staff Present: Executive Director Kevin Christopher (KC)

Call to Order: RP called the meeting to order at 5:45 pm.

Public/Board Member/Staff Comment: There was no comment.

Approve Minutes of 1/26/09 & 2/5/09: KC stated that he had not prepared minutes of 1/26/09 yet. In the 2/5/09 minutes, RS pointed out that he was not at that meeting and did not make a motion to approve minutes. KC indicated that this was a 'cut-and-paste' error. PR made a motion to approve the minutes of 2/5/09 as amended. RS Seconded. Motion passed unanimously.

Executive Director's Report:

Fairfax/Westford Update: KC still does not have a date for meeting with the Westford Select Board but is anticipating that it will happen at their first meeting after Town Meeting. He will notify the board when there is a date.

Web Platform: The 'soft launch' may happen as soon as next week and he'll include the board in that when it happens. RP indicated that he's having problems viewing the current site in his browser. KC will have Buddy take a look but noted that they're not doing much work on that site now.

Contract Work: KC mentioned that 90 invitations to the community vision forum on March 13 have gone out and asked for board help to make phone follow-ups in about a week. RS commented on the quality of the invitation brochure.

Board Vacancies: RP indicated that Diane Bahrenburg's appointment was not addressed at the last Colchester School Board meeting but will occur after Town Meeting. KC has been copying her on all board correspondence. KC indicated that Neil Hilt is willing to come on as the Georgia Educational Representative. There are

some scheduling issues with appearing soon before the Georgia School Board to obtain that appointment, but KC is sending a letter to their chair to try and expedite the process.

Town Meeting Forums: Candidate forums happened during the previous week. KC said that, despite some technical and logistical difficulties, the forums occurred as expected.

Facility Relocation: KC presented DEW Construction's proposal. RS recapped the day's meeting with Mike Simoneau of Hickok and Boardman Reality. Mike will prepare a variety of information for us so that we may make a decision on how to proceed. He mentioned some existing properties and will look into some properties that LCATV has already considered and speculated on some costs. There was discussion of the condo structures on Route 7 near Exit 16. The DEW proposal was reviewed and the concerns of visibility and railroad proximity were mentioned. Price for the fit-in also seemed a bit steep to some. KC was directed to inform DEW that the 2A property presents LCATV's with several challenges but to indicate to them that if they have property available in the Milton area or are interested in working with us when we acquire property in Milton that LCATV is very much interested in pursuing that.

Digital Media Grant: KC has asked Milton to provide more 2009 budget information but has not heard from George Slusser. He will speak with Fran Ferro to pursue the matter. Money is available for the other two libraries. KC and DP will arrange to cut checks.

Playback Upgrades: KC summarized some recent problems with LCATV's signal and the troubleshooting that LCATV and Comcast had been doing. Parts on one modulator have been replaced and another modulator is being borrowed from Comcast, but KC recommended replacing both with new modulators. Bill Cairns of Cairns Engineering prepared a quote for a variety of new playback equipment, including modulators, based upon CCTV's equipment. KC also presented a revised fund balance budget that included these expenditures. RS made a motion to approve the expenditures listed in the quote and totaling \$9,740.00. RP seconded. Motion passed unanimously.

Summer Internship: KC inquired if we wanted to pursue the summer internship again in 2009. The consensus was that we did. RP asked if the Burnham coordinator and internship could overlap. KC said he's be meeting with the new library director soon and would keep that in mind. KC will start the internship search with Bob Davis at St. Mike's.

Policy Review:

The policy review continues with the first reading of: POLICY #4: *ELECTION COVERAGE* and the *ELECTION GUIDELINE WAIVER*. The proposed revisions eliminate the need for a Guideline Waiver form. There was discussion over the Guideline section of the policy. It was suggested that the guideline language and the election season language be combined. RP questioned the policy's language prohibiting the advocacy of a candidate or ballot item. RS mentioned making equal time available rather than prohibiting advocacy. RP felt language to prohibit advocacy should be stricken or reframed to encourage such behavior. It was decided that a second reading would exclude such language and would prohibit advertising but not commentary. It was also decided that, when reviewing the policy on program content, another look would be taken at the preamble to the election policy. KC brought up the moderator section of the policy to collect thoughts on the ability of candidates to approve moderators. RP suggested striking language so that the board, not candidates, had the ability to approve moderators. KC stated that the only current moderators were LCATV staff and that was working well. It was also decided that the termination of election programming 24 hours prior to polling could remain.

Second reading of : POLICY #1: *ADOPTION AND AMENDMENT OF POLICIES*, POLICY #2: *USE OF FIELD PRODUCTION EQUIPMENT*, REQUEST TO CABLECAST PROGRAMMING ON LCATV, EQUIPMENT SIGN-OUT FORM, MINOR EQUIPMENT RELEASE FORM (this includes original policies 1, 2, and 3 and corresponding forms). KC added language about vandalism and reporting of such to authorities. PR made a motion to adopt the policies and forms as revised. SC seconded. Motion passed unanimously.

Treasurer's Report: KC handed out the most recent balance sheet which showed current total assets of \$458,195.23. KC also presented the 2008 tax return. MGV included KC's name under registered office. It was decided that the president should sign. KC will make the correction and RP will sign.

KC mentioned that Kary Towne's board term expires at the end of March. He will contact Kary to find out her intentions. If she does not wish to continue, it is possible that Gary Furlong at MHS would be interested.

Executive Session: There was no need for Executive Session.

Adjournment: At 7:05 pm, PR made a motion to adjourn the meeting. SC seconded. Meeting adjourned.

Respectfully submitted,



Kevin Christopher
Executive Director

Next meeting date and location to be determined.