

**Lake Champlain Access Television**  
**Meeting of the Board of Directors at the Georgia Public Library**  
**March 30, 2009**

**Present:** Sam Conant (SC), Dick Pecor (DP) Ron Stotyn (RS), Neal Hilt (NH), Peter Russom (PR), Kary Towne (KT) and Channel Director Kevin Christopher (KC)

**Call to Order**

Dick Pecor called the meeting to order at 5:32 pm.

**Welcome New Board Member / Board Reorganization**

The Board welcomed Neil Hilt, Georgia's Educational Representative to LCATV. Neil works at VPT and has lived in Georgia since 1992. Diane Bahrenburg will join us at our next meeting. She is a teacher in the Colchester School system and LCATV's new Educational Representative.

**Board Reorganization:**

**President:** SC made the motion, KT second, to nominate Dick Pecor for LCATV President. Motion passed.

**Secretary:** DP made the motion, RS second, to nominate Kary Towne for LCATV Secretary. Motion passed.

**Treasurer:** SC made the motion, DP second, to nominate Peter Russom for LCATV Treasurer. Motion passed.

**Vice President:** DP made the motion, PR second, to nominate Ron Stotyn for LCATV Vice President. Motion passed.

**Public / Board Member / Staff Comments**

KC showed the article from the St. Albans Messenger about the Digital Media Grant for Georgia. KC also talked about the ads for the upcoming 'Access Orientation Week' with classes in Colchester, Georgia and Milton. He passed out fliers to the Board.

KC noted that KT's term was up at the end of March. She is willing to stay on as Milton's Educational Representative. KC will contact the Milton School Board to get this item on the agenda for reappointment at the April meeting. PR's term is up at the end of April. LCATV will put out a call for candidates in the Milton Independent. He anticipates that there will be information and a ballot in the Milton Independent in April so that an election can occur. KC will follow up on this.

## **Approve Minutes of 1/26/09 and 2/23/09**

SC made the motion, PR second, to approve the minutes of 1/26/09 and 2/23/09. Motion passed.

## **Executive Director's Report**

Fairfax / Westford: KC had a conversation with Comcast discussing LCATV serving Westford and Fairfax. Comcast would like to see some type of plan on how we will go about this. KC will put together an information packet about the resources we could provide for these communities including such items as our costs, staffing and equipment needs. KC also had a meeting with Jennifer Townsend (school board member from Westford). As we move forward in contract negotiations and access plan, it will be important to have letters of support from such town groups. KC reported that the current plan is for LCATV to serve 90% of Westford. The Board wondered the timeline associated with taking on the new towns, as we will need to find new board members. KC reported we are not at this stage yet. He will keep us updated.

KC gave the Board a communication he had received from Carrie Johnson, Georgia Town Administrator. She relayed the concerns of the Georgia Select board about not being well served by LCATV. KC replied to her with a history of how this has come about and LCATV's efforts on Georgia's behalf that have been unsuccessful. The Board felt that LCATV must renew efforts at this time to resolve this situation. Since St. Albans PEG has not been interested in sharing content, the Board discussed options. These options included possibly involving the PSB; having Georgia residents (school personnel) make this request directly to St. Albans PEG; write another letter; schedule a meeting of both Boards to discuss the request face to face. SC works in Franklin County and has a contact he is willing to informally approach to see if this individual might approach St. Albans PEG with the request for content sharing. The Board felt that we have been very diplomatic in our efforts in dealing with St. Albans PEG. The Board agreed that SC should have informal contact with school personnel in St. Albans to see if that request for content sharing with LCATV would be honored. The Board also agreed that the next step would be to meet with the Georgia Select Board, give them the history and ask for their help in a resolution.

Web Platform: KC reports that it is not quite ready, but getting close. More information needs to be added to the site.

2011 Contract: Nothing new to report. The visioning workshop went well, attended by 18 people. KC will keep us updated as Greg reports out his data.

Digital Media Grant: Overall things are going well. Georgia is working on purchasing equipment but there is a brief delay as the town gets all their questions answered. Colchester is looking for a coordinator and KC expects to assist them in this process. KC is waiting on Milton's year 2 budget.

New Facility: KC had sent out an online packet of real estate information for the Board's review. RS went over the possibilities and the Board discussed the pros and cons of each listing. Factors

discussed included central location, build new facility vs purchase and renovate existing structure, possible tenants in building for income purposes and potential expansion. Our budget for this project is approximately \$500,000 and 5000 square feet. Consideration of our needs over the next 10-12 years was also discussed. The Board agreed that the next step is to start looking at specific properties. The Board wanted the following criteria used when looking at properties:

- ✓ 5000-6000 sq feet (5000sq ft minimum)
- ✓ 15 ft ceiling (absolute minimum 12')
- ✓ Van clearance 12'
- ✓ \$500,000-\$600,000 price range
- ✓ Close to Rt 7 on Milton/Colchester corridor
- ✓ Comcast resources on property

DP will talk with contacts in Colchester and Milton to see if they have ideas. RS will contact Mike Simoneau and set up an appointment for viewing of several properties including what might be available in Catamount Park.

### **Policy Review**

Policy #3: Election Coverage – second reading. After review, RS made the motion, KT second, to adopt Policy #3 Election Coverage as revised. Motion passed.

Policies 4, 5 and 6 were discussed at length and revisions were made. RS made the motion, NH second, to move Policies 4, 5 and 6 to a second reading at our next meeting. Motion passed. KC wanted clarification on the Procedures Document. How does the Board want to deal with procedures? The consensus was that KC will be free to alter procedures as needed. That being said, he will be making 'Access Orientation' a pre-requisite to taking out equipment.

### **Treasurer's Report:**

KC presented the balance sheet to the Board. Total current assets are \$407,735.54. He expects the next funding check mid May. There has been some equipment purchased—modulators and playback upgrades. RS made the motion, KT second, to accept the Treasurer's Report. Motion passed.

### **Executive Session:**

Executive Session was not needed.

### **Adjournment:**

At 7:40, RS made the motion, DP second, to adjourn the meeting.

Respectfully submitted,

Kary Towne

Secretary