

LAKE CHAMPLAIN ACCESS TELEVISION

Meeting of the Board of Directors

January 14, 2010

Colchester Site

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

LCATV Staff: Buddy Meilleur

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

1. Approve Agenda

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

2. Public / Staff / Board Comments

There were no comments at this time.

3. Approval of Minutes of 12/14/09

Tabled until next meeting

4. Old Business:

a. Service Territory: DP and KC have gone to a select board meeting in Westford and will continue to provide them with information about LCATV's ability to serve the area. KC will also be attending the town meeting and set up an informational booth. RS reviewed their questionnaire that had gone out and feels it is misleading, but ultimately, it is their survey, not ours. It is felt that the Westford School Board is in support of our services. It was mentioned that currently in Fairfax Channels 15 & 16 are viewable but without local content. Comcast may intend to make similar arrangements elsewhere.

b. Web Platform: Staff is still working out the bugs. The online video is not viewable, but paypal orders are working well.

c. 2011 Contract: KC has no new information on this subject.

d. DMP: Georgia has submitted their 2009 report and 2010 funding request. The total 2010 budget is \$13,682. This included \$6285 for total capital purchases to be made by LCATV; \$4850 = 2009 surplus to be rolled over for 2010 funding; \$2547 funding provided by LCATV directly to Georgia Library—for a total of \$8832. KC presented the report for all to review. RS made the motion, PR second, to approve the Georgia DMP 2009 report and 2010 funding request. Motion passed.

e. New Facility Exploration: To invite discussion, RS made the motion to terminate the contract to purchase the Milton property. SC seconded the motion. Discussion ensued as Board members threw out questions and comments. RS believes that there are many positives to this building—location, space, sublet potential. Generally

the Board agrees with this. Why is TD Bank unwilling to work with us? Will the contract negotiations be a deal breaker with other financial institutions even though our track record is very good? We do plan on approaching other institutions, including credit unions, to look for financing. What about a lease with purchase option? If we lease, we need at least a 5 year lease with insurance that we will be allowed to sublet. What is the cost now versus the cost in the future to refit the building? The costs to retrofit will most likely increase if we wait on this. We must remember that the cost of retrofit will be lost if we leave a leased building. We have done work to our current location which will be lost if/when we move. What is the landlord's responsibility if we lease the Milton property? What about the roof and structural repairs? Will repairs be made quickly? Why aren't they being made now? If we lease, what will the landlord want for terms? PR reported that the bank looked at numbers only when working with <\$500,000 financing; yet looked at a broader aspect of the organization when working with financing >\$500,000. DP suggested a conversation with Milton's town clerk as he has a broader picture of the history, potential town concerns and such. The Board needs to get a contractor(s) in there for estimates ASAP. We would also like a building inspector to give us a clear picture of the possible needs of the building. We know the roof is leaking—is there a mold problem? A title search will be needed. There is no assessed value on the land. Do we need a current appraisal? Can we get all this done in 2 weeks? In summary, the Board decided on this action plan:

- Get an appraisal on the building
- Get several contractors in to give us an estimate for retrofit
- Get a building inspector to give us a report on current condition
- Consult with Matt Daly re: title review and permitting process

KC will begin working on these steps on Friday. Board members will forward names of possible contractors, appraisers and building inspectors if they know of any.

At this point, the RS made the motion, SC second, to table this motion pending more information until next meeting. Motion passed.

5. New Business:

a. By-Law Amendment: KC presented the proposed Article II-Board of Directors draft. No action needs to be taken on this matter. It must be warned 15 days prior to a meeting where a vote will be taken to revise the by laws. KC will follow up on this.

b. KC reported that Paul Legassey's memorial service will be 1/16/10. He and other Board members plan to attend. KC also asked if the Board wanted to contribute to a scholarship fund in his honor. After brief discussion, SC made the motion, PR second, to donate \$250 to the scholarship fund. KC will follow up on this.

c. Summer Camps: KC reported that there will be a camp in February as well as 4-5 during the summer of 2010. KC discussed the possibility of hiring a camp director. The Board agreed that this should be done, given all the other current projects underway. KC suggested Nissa might be interested this position along with her current part time duties. KC will follow up with Matt Daly regarding labor laws as the Board questioned

that adding hours might make her a full-time employee with other implications for LCATV. KC will run the numbers and bring more information back at our next meeting.

6. Treasurer's Report

Due to the timing of this meeting, the statements will not be available until the end of the month.

7. Future Agenda Items

No future agenda items were discussed at this time.

8. Executive Session

No Executive Session was needed at this time.

9. Adjournment

At 7:05 pm, SC made the motion, PR second, to adjourn the meeting.

Kevin will be in contact with the Board to set up the next meeting.

Respectfully submitted,

Kary Towne
Secretary