

**Lake Champlain Access Television
Meeting of the Board of Directors
June 29, 2010
Georgia Public Library**

Board Present: Dick Pecor, Peter Russom, Bob Sekerak, Sam Conant, Neil Hilt, Sharon Osier
Staff Present: Kevin Christopher
Public Present: Judy Sekerak

Call To Order:

Dick Pecor called the meeting to order at 5:29 pm.

Approve Agenda

Bob made the motion, Sam second, to approve the agenda. Motion passed.

Public / Board Member / Staff Comments:

Neil suggested next year that graduation information gets out before the event. Once graduation is over it is difficult to get information out to the public about such things as how to purchase DVD's. Kevin will note this for next year.

Approve Minutes of 5/25/10:

Sam made the motion, Bob second, to approve the minutes of 5/25/10. Motion passed.

Old Business:

Service Territory: Kevin continues to work with Greg Epler-Woods (media consultant). They are considering a survey for Fairfax and Westford. Coverage has continued in Fairfax and Westford, especially around the end of the school year activities. Kevin has heard comments that the communities appreciate LCATV's presence.

2011 Contract: The contract committee met and discussed goals and objectives. Greg is working on finishing interviews and getting the data together for negotiations. Dick commented on the fee structure—how it is an impediment to expansion into new territories. We need it to provide services, but it is presented to the public in an unclear, negative manner. He wonders what the most effective way to present all the positive opportunities LCATV brings to a community might be. A brief discussion followed and ideas included articles in the local paper, the town newsletter or even 7 Days. Kevin mentioned getting a grand list and doing a mass mailing to the community educating them on what we do and gauging their interest. Other ideas included using the mobile lab at community events, farmers markets and such. The Board hoped that this type of discussion will happen at the VAN committee of which Kevin is a board member.

New Facility Exploration: Kevin discussed the buyout clause with our landlord who is changing the lease to reflect our wish. He will follow up on getting the lease signed.

Outreach Coordinator Position: Maureen Garafano (MGB Associates) has put together a cash flow projection sheet through 2015 giving us an idea of our financial situation should we add another position. Her opinion was that our financial situation would support this new full time, benefitted position. The job description was approved at the last meeting. Currently Kevin, Bob and Sam are on the search committee. There is a salary range which will be commensurate with experience. Pete is familiar with a program in Plattsburgh which sends out interns and suggested a portfolio review of the potential candidates. The committee will work together and meet with candidates by the end of August.

Benefits Review: Nothing to report at this time.

Reserve Budget Planning: Greg and Kevin will review and solidify reserve budgets. The mobile lab is being upgraded. Kevin reported that one item in the reserve budget was an upgraded headset system. Due to current production load, this is a more immediate need than first thought. Kevin explained how the headset worked. They would be used for remote shoots and those from the van. He reviewed his quotes with the Board. After brief discussion and once all the Board's questions were answered, Pete made the motion, Neil second, to approve purchase of the Telex intercom system. Motion passed.

New Business:

Kevin reported that Nissa ran a successful summer camp season. The animation camp at Burnham had a waiting list. LCATV will probably offer more programs during school vacations. There was also a camp with the Milton Family Center's Teen program, one through Milton Parks and Rec Department, Georgia Elementary School and the Colchester *Lights – Camera – Action* camp at the station. Bob suggested getting the word out to Westford kids—maybe invite them to join a camp. Sam suggested homeschoolers might be interested in this technology opportunity. The Board agreed that these were good PR opportunities for LCATV and continues to encourage and support this work.

Treasurer's Report

Kevin reported that there was \$447,963.77 cash on hand. A donation was made in memory of Hank Schaeffer to the Burham Library.

Future Agenda Items:

Future of DMP: Board needs to look at the extent the program has been utilized by the community and discuss its future.

Continue to gather data from potential new territories: Westford, Fairfax, the Islands

Executive Session:

There was no Executive Session.

Adjournment:

At 6:40 pm, Sam made the motion, Sharon second, to adjourn the meeting. Motion passed.

Respectfully submitted,

Kary Towne

Next meeting September 8, 2010, at Milton Town Offices