

Lake Champlain Access Television

Meeting of the Board of Directors

September 8, 2010

Milton Municipal Offices

Present: Sam Conant, Kary Towne, Peter Russom, Sharon Osier, Neil Hilt
Staff: Kevin Christopher
Public: Rebecca Fox (Georgia resident interested in learning more about the LCATV Board)

Call to Order: Pete called the meeting to order at 5:36 pm.

Approve Agenda:

There were no changes to the agenda and it was approved as presented.

Public / Board Member / Staff Comments

Becca Fox was introduced to the group. She is from Georgia and is interested in joining the Board. Kevin will work with her to get process started for her to join as the governmental rep from Georgia.

Approve Minutes of 6/29/10

Sam made the motion, Sharon second, to approve the minutes of 6/29/10. Motion passed.

Old Business

Service Territory: Kevin's research showed that a survey mailing based on a town's grand list would cost us approximately \$2500-\$3000. This is expensive and an unbudgeted expense. Greg has shared a document which educates people about PEG access through the cable system. There is ongoing discussion as to the best way to proceed. Kevin requested that he be notified before the Board shared this document with others. Sam suggested that this document be shared with influential groups such as candidates for governor, regional planning groups in the counties we serve, economic development organizations and such. Other suggestions included the Chamber of Commerce, superintendents and principals. The Board was encouraged to contact Kevin in the next few days with any further suggestions.

2011 Contract Kevin will meet with Greg and share information that has been gathered in readiness for contract talks. Kevin noted that Channel 17 in Burlington has started negotiations and we will be interested in seeing how they progress.

Reserve Budget There has been some work done on the Mobile Lab. Kevin is working with Bill Cairns to put together a final budget that will be presented next month.

DMP Future: Kevin presented an outline of the expenses for each DMP and their output. Kevin has ideas for increasing output, and expects that the new Outreach Coordinator will be involved in this. LCATV will also be at the Milton Volunteer Fair next week, hoping to meet new people and get them interested in our opportunities. We are close to hiring for the O.C. position. Kevin would like to work with the new hire to look at the DMP and get ideas before we make long term decisions. Before the end of the year, Kevin would like a plan in place so that we are clear about our intentions for the program as we must consider the possibility of other libraries coming on board in the future (Westford, Fairfax, the Islands).

Personnel update: There were 42 applicants for the Outreach Coordinator position. The Committee interview 9 applicants. They will meet on Friday and anticipate making a decision at that

point. Other contracts are expiring in the near future. Kevin will get Buddy's evaluation to us electronically so that we can act at the next meeting.

Lease: Kevin has the new lease which includes the buyout clause (90 days notice / 3 months rent). In Dick's absence, Pete signed the new lease.

Treasurer's Report Kevin reported that the Opportunities CD rolled over but funds are available through the New England Federal Credit Union if needed. This balance sheet (July 21, 2010) shows total current assets as \$397,286.68 with total assets of \$461,292.92. This does not include about \$80,000 received recently.

Future Agenda Items

Contract Negotiations

Personnel contract

VAN Day in Montpelier (11/9—geared for directors and board members. Kevin and new outreach coordinator will attend. Board members welcome)

Executive Session (if needed)

At 6:16 pm Sam made the motion, Kary second to enter Executive Session to discuss personnel matters. At 6:29pm Sam made the motion, Neil second, to exit Executive Session. There was no action as a result of Executive Session.

Adjournment

At 6:30pm Kary made the motion, Sam second, to adjourn the meeting. Meeting adjourned.

Kevin will contact us via email to set up the next meeting.

Respectfully submitted,

Kary Towne
Secretary