

Lake Champlain Access Television

Meeting of the Board of Directors

November 22, 2011

Colchester Site

Present: Dick Pecor, Sam Conant, Neil Hilt, Sharon Osier, Carol Jones, Peter Russom, Kevin Christopher
Maureen Garafano (MGV Associates)

Call to Order:

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

Approve Agenda:

Sharon made the motion, Sam second, to approve the agenda. Motion approved.

Meet with Maureen Garofano, MGV Associates:

Maureen was here to review with the Board the financial statements and answer any accounting questions the Board might have. She reviewed such items as capital versus operating expenses, restricted funds, assets and the balance sheets. She passed out information sheets showing yearly income and explained expenses, depreciation and net gain/loss. She explained about unrestricted and restricted funds and temporary restricted funds accounts. In summary, she reported that financially LCATV is in a healthy position. Before Maureen left, she encouraged the Board and staff to contact her with any questions.

Public / Board Member / Staff Comments

Sam has been in touch with digital media grant funding contacts looking for alternative funding sources. They have encouraged him to be in touch with them once we have some specific ideas.

Approve Minutes of 10/25/11

Sam made the motion, Sharon second, to approve the minutes of 10/25/11. Motion approved.

Old Business

2011 Contract: We are still working on a contract. Kevin hopes to get another meeting scheduled with Comcast before the December holidays so that we will have more definite information. Greg worked on the latest contract draft response and the committee feels they are close to completion of negotiations. Since our last meeting there has been continued review and discussion around alternative origination sites options. One option (DiscoverVideo) has been reviewed and a second (Qvidium) will be reviewed soon.

Before moving on the next topic, Dick described for the Board the remote origination alternative options. This included the fact that we would have to think this through and write up appropriate policies.

Georgia Public Representative: There are no potential candidates at this time, but we continue to work on this.

Alternative Funding Sources: Discussed above.

Milton Property Committee: Until we have a signed contract, this committee is on hold. Kevin wanted to clarify if LCATV was looking to purchase vs. lease a property. The Board briefly discussed this and agreed that we will leave all options on the table until we do more research and have more information.

New Business:

Policy Review: Policy #10 Program Content – Revisions 2nd Reading/Action:

There were no notes or suggestions after the first reading. Sam made the motion, Pete second, to approve Policy #10 Program Content final reading.

Special Production Projects: Carol commented that LCATV did wonderful job covering the St. Albans concert for the VT Disaster Relief Fund. This was co-produced with Channel 15 and it was a 3 camera shoot. The mobile lab was on site. Neil talked about doing a local history project similar to what Johnson State College did by interviewing community elders. Might this be a project worthy of a grant, especially if it partnered with local schools? Stephanie continues to work with the Colchester group doing their grand town history project.

Treasurer's Report:

Kevin reported that the funding check had arrived from Comcast. The new racks were ordered and have arrived and will soon be in place. The old ones will be offered to Mad River TV as they sustained loss of equipment with the recent flood. If they cannot use them, Kevin will check with VAN to see if another station needs them.

The September 30, 2011, balance sheet showed total current assets of \$378,392.48 and total assets of \$429,602.67.

Review of FY12 Budgets:

Kevin has prepared two drafts of the budget, but will put this on the December agenda hoping that we will have more specific information. If we don't, it will be a status-quo budget.

Other Items:

Board of Directors Stipend: Would LCATV be better able to attract and keep members by offering some sort of stipend / travel reimbursement / food at meetings? As we expand our service area, we need to think about our Board. This will become an agenda item in early 2012. Kevin will send out an email asking for our input on what other boards do.

Camp Holy Cross Support Letter: Sam reported that the property is no longer available. There is another movement in Colchester to build a community center in the Bay. He will keep us updated.

Future Agenda Items:

- BOD stipends
- Restructuring of Board / modify bylaws
- Live Programming
- Use of Skype for Board meetings

Executive Session:

There was no need for an Executive Session.

Kevin reminded everyone about the Holiday Open House on 12/12/11. There will be a brief business meeting at 5:30 and 6 pm party.

Dick thanked the Compensation Committee for their work which made the end of year jobs the easiest ever.

Adjournment:

At 7:10 pm, Carol made the motion, Sam second, to adjourn the meeting. Kevin will be in touch with everyone about scheduling the January meeting since the December meeting is already set.

Respectfully submitted,

Kary Towne
Secretary