

Lake Champlain Access Television
Meeting of the Board of Directors
August 10, 2011
Milton

Present: Peter Russom; Dick Pecor; Carol Jones; Sam Conant; Kary Towne
Kevin Christopher

Call to Order: Dick called the meeting to order at 5:37 pm.

Approve Agenda: Carol made the motion, Pete second, to approve the agenda as presented. Motion approved.

Public / Board Member / Staff Comments: There were no comments at this time.

Approve Minutes of 6/29/11 Carol made the motion, Pete second, to approve the minutes of 6/29/11. Motion approved.

Old Business:

2011 contract: Kevin reported that they have held 5 meetings with Comcast and that progress was being made especially around the town designation piece. Kevin continues to gather information and project the financial expenses and revenues associated with taking on new territories and justifying an operating increase. Kevin, Dick and Sam will meet to learn more about technical alternatives to live remote origination site (2 way drop) technology as this is a contract issue. They will keep the Board updated on progress.

Georgia Public Representative: Carol continues to talk with Georgia residents about a position on our Board. She is waiting on several people to get back in touch with her.

P/E/G Distinctions: Kevin presented information on this topic for the Board to review and asked if we should consider guidelines in each area. Do we move forward under our current guidelines? Do we want to make clear guidelines about the constituency we serve in each area and how that may or may not impact content? Sam read the current policy which covered P E & G and the Board agreed that this was a solid umbrella statement and believes it should remain in place. The Board began to discuss who we serve in each category and found potential overlap and some complex situations as we interpreted and discussed open meeting laws. Kevin would like the Board to summarize the constituency of each group and make it clear how we serve each group. He will continue to work on this and present more information at the next meeting.

Treasurer's Report Approximately \$30,000 from power account is being used for equipment upgrades. This is not reflected in this budget statement. The equipment has been installed and the staff is being trained in its use. There is a CD coming to maturity soon at Opportunities Credit Union. There is just over \$104,000 in this account. The Board agreed to roll it over at Opportunities. Kevin anticipates

a payment (around \$80,000) from Comcast to arrive around mid August. As of the June 30 balance sheet, total current assets are \$297,445.91. The Treasurer's Report was accepted as presented.

New Business

Board Restructure This item was tabled. The Board will wait until LCATV gets official notice of delegation before considering restructuring.

Alternative Funding Sources: Sam reported that there are funding sources available in the community which might be a source of grant money for LCATV. Kevin reported that one station does have underwriters on their website. Dick talked about making our website more robust as we think about our 'social media plan.' As anyone on the Board hears of grant opportunities, consider LCATV. Kevin does have some projects coming up that could benefit from additional financing such as his work with the Milton Spanish class.

Milton Property Committee: The Board feels that we need a finalized contract before we move forward on a station move. We will revisit this early 2012. We all agree that it would be good to get community members involved in the property search when we get ready to move on this project.

Policy Review: Policy #11: Financial Management – revisions 1st reading: Kevin presented a draft of the policy to clarify our procedures around operating expenses, capital expenses and the temporarily restricted fund balance. The Board reviewed the document. Carol made the motion to approve the first reading of Policy 11. Sam second. Motion approved.

CAP Act HR 1746: Greg Epler-Wood sent out information regarding the CAP Act. Given this information, Dick signed a letter on behalf of LCATV to Peter Welch urging support of CAP Act, HR 1746, by signing on as a co-sponsor.

Station Updates: Summers are very busy at LCATV. The summer camps end next week. Stephanie has done a couple of 'Young Producer' camps for youngsters at the libraries. Kevin has done some work on a program targeting drop outs. There is a Milton program planned for Milton "Get to Know Your Administrators" which will be a good way to introduce the new staff to the community.

Future Agenda Items

P E G Content

Alternative Funding Sources / Grants / Underwriting

Executive Session (Personnel Contracts) There was no Executive Session. Kevin will work with the Personal Committee and come to the Board with recommendations next month.

Adjournment: Sam made the motion, Pete second, to adjourn the meeting.

Respectfully submitted,

Kary Towne
Secretary