

Lake Champlain Access Television
Meeting of the Board of Directors
September 29, 2011
Colchester Site

Present: Dick Pecor; Sam Conant; Peter Russom, Neil Hilt; Kary Towne; Carol Jones
Kevin Christopher Buddy Meilleur

- 1) **Call to order:** Dick called the meeting to order at 5:30 pm.
- 2) **Approval of Agenda:** Kevin would like to table 'new business: Policy Review: Policy #10: Program Content' until October meeting. Sam made the motion, Peter second, to approve the agenda with 'new business Policy Review: Policy #10 Program Content' tabled until October meeting. Motion passed.
- 3) **Public / Board Member / Staff Comments:** Sam has heard positive feedback in the community for the work LCATV did around Camp Holy Cross coverage.
- 4) **Approval of the minutes of 8/10/11:** Sam noticed under Board Restructure that 'delegation' should be changed to 'designation.' Sam made the motion, Neil second, to approve the minutes of 8/10/11 with the noted change. Motion passed.
- 5) **Old Business**
 - a) **2011 Contract:** There has been no meeting with Comcast since our last meeting. Kevin did report that ORCA worked on the lease/facility as capital issue with Comcast and this may not be an issue any longer. There is also news on remote origination. There may be an alternative option which Dick and Kevin has researched through ORCA and on their own called Discover Video. Buddy gave the Board a brief demonstration and it certainly looks promising. Kevin is also gathering financial data to demonstrate the need for the 5% operating fund as we anticipating serving more towns in the near future. Kevin will call to set up another negotiations meeting to try to get it settled. He will consult with Greg before this meeting.
 - b) **Georgia Public Representative:** Dick has made contact with an interested person in Georgia and will follow up. Kevin will make a poster which Carol will put up at the Georgia post office. Sam suggested advertising on the station's bulletin board as well.
 - c) **Policy Review: Policy #11: Financial Management – Revisions 2nd reading** Kevin presented the changes made to the policy. Carol made the motion to accept the policy as written. Sam second. Motion passed.
 - d) **Alternative Funding Sources:** Sam has spent much time researching grant opportunities for Camp Holy Cross and discovered a wealth of grants which assist with purchase, upgrades and ongoing expenses of properties. In doing so, he came across possibilities for non-profits such as LCATV. He will continue to look for grants which might assist us in expanding our services.
 - e) **Milton Property Committee:** Until official designation of expanded service territory by Comcast, we are holding off naming a committee to seriously look at Milton property. The one step we will take is to have Kary contact Gil Rugg (local Milton contractor) to let him know of our future intentions.

6. Treasurer's Report: The Board reviewed the financial statements. It was noted that \$30,000 was moved from New England Federal to the money market account to pay for new equipment (control system, tripods, monitor and other miscellaneous items). The items totaled about \$35,000, so Peter will move another \$5000 into the money market account. Kevin will present budget information to the Board next month based on our current service area and a second one based on our potential expanded service territory.

7. New Business: Kevin encouraged the Board to become supporting members of VAN. He also passed out an updated list of LCATV contacts.

8. Future Agenda Items:

- a) Look at generating some on-going projects (ex: Civil War and our town's part in it; grants to make possible an overseer for such projects)
- b) update on Digital Media status of libraries – evaluate the program

9. Executive Session (Personnel Contracts) At 6:30, Peter made the motion, Carol second, to enter Executive Session to discuss personnel contracts. Motion passed. At 6:50, Sam made the motion, Carol second to exit executive session. As a result of Executive Session, Sam made the motion, Kary second, to have Dick present contracts to the LCATV staff (excluding field producers) as agreed to by the Board. Motion passed.

10 Adjournment: At 7 pm, Sam made the motion, Carol second, to adjourn the meeting. Meeting adjourned. Kevin will contact the Board via email to set up the next meeting.

Respectfully submitted,

Kary Towne
Secretary