

SeptBdMtg

Lake Champlain Access Television
Meeting of the Board of Directors
Colchester Site
September 13, 2012

Present: Sam Conant, Carol Jones, Kary Towne, Peter Russom, Dick Pecor,
Kevin Christopher , Bob Sekerak Neil Hilt
Mike Simoneau (guest)
Public: Judy Sekerak

Call to Order:

Dick called the meeting to order at 5:32 pm.

Approval of Agenda:

Sam made the motion, Carol second, to approve the agenda. Peter made the motion, Sam second, to change the order—table items 3 and 4 and move on to 5A, meeting with Mike Simoneau. Motion passed.

Old Business Facility Relocation: (meet with Mike Simoneau)

Kevin presented the Board with information on the Creek Farm Plaza and entertained questions from the Board. Mike reported he had not seen anything about the building that would concern us and feels that this is a 'home run.' He explained the costs associated with the common area issues –plowing, landscaping, insurance, maintenance and such. The cost per square foot (2.75) is at the low end of the spectrum. Tenant is responsible for utilities and trash removal. Landlord is responsible for structural integrity of the building. The low rates reflect the fact that we are doing the fit up. He explained the anticipated rent increased and suggested we try to secure a 2.5 annual rate of increase as this is a negotiable item. He let us know the process if/when we give him the go ahead on the property. There would be a letter of intent which would lead to a draft of a lease for our review. Mike informed us that his fee would be paid by the seller. The move in date is a little uncertain at this time. Kevin will check with the contractors to find out their potential timelines to work for us. Mike left at 6:25 pm.

The Board continued discussion. Sam feels this is a positive opportunity. Neil likes the functionality and opportunities the new space would provide. Bob disagrees with the 'home run' analogy as we compromised on location and traffic is tricky during the evening commute home. He feels as Milton is central to our audience, is growing and vibrant at this time and wonders if all options were pursued (Hannaford's Plaza). Carol pointed out that the owner is looking for retail space and we are not the preferred demographics for the plaza. Securing space in the center of Milton would take several years, thus incurring increased costs. Dick thinks this space works. Sam believes we can grow into it. Neil mentioned that location is important but accessibility is important. This new space is accessible and functional and assumes it will be better than our current place. Pete feels we have made compromises if we choose this location—the location was not our first choice and there are traffic concerns. If we go with this property, Mike should be prepared to work hard to make this a good deal for LCATV. Kary was disappointed that we did not find an adequate property in Milton, but since Colchester makes up the biggest percentage of our audience, is okay if we decide to stay in Colchester as the property certainly meets our needs. As the discussion winded down, Sam made the motion, Pete

second, that the Board move forward on the Creek Farm Plaza and Kevin should get a draft lease for review. Motion passed.

Public / Board Member / Staff:

There were none at this time.

Approval Minutes 6/18/12:

Sam made the motion, Bob second, to approve the minutes of 6/15/12. Motion passed.

Old Business

Facility Relocation : Discussed above.

Alternative Funding Sources: Tabled until next meeting.

Production Underwriting and Sponsorship : Kevin has done some research on this topic and gathered information from access centers from all over the country. He has passed this information on to Sam and Neil. Rebecca has expressed interest in working with them. They will work as a subcommittee and follow up with the Board in the future.

Board of Directors Restructure: Kevin presented more information on board restructuring for discussion. In discussion regarding elected vs appointed positions, Sam suggested appointments might be more efficient. Terms would be staggered as we do now. Kevin will review bylaws and keep us informed of what changes will be needed, depending upon our restructuring decisions. After more discussion, the Board agreed that option #2 (organized by county and population with 12 members) was the way to go. In doing so, we would need new bylaws to address the restructuring and appointed positions. Our intention is to have each town represented and we will strive to get 1 rep from each town. The PEG designation will be dropped. Kevin briefly discussed our previous conversations about stipends associated with mileage/attendance at meetings. When discussion was finished, Carol made the motion, Sam second, to direct Kevin to draft a first reading of bylaws to reflect our intention to reorganize and appoint members to the LCATV Board of Directors as we take on new towns and provide a \$25 stipend per board meeting. Motion passed.

As our board expands, a quorum will consist of a majority of the seats filled, not including at-large members. There was brief discussion that at-large members would be welcome but it is a non-voting position.

Future of Digital Media Program: Bob made the motion, Carol second, to table this item as a future agenda item.

Treasurer's Report: Kevin presented the August 21, 2012, balance sheet which showed total current assets of \$434,483.49 and total assets of \$514,443.96. Kevin presented a draft budget which showed what next year might look like with the lease expense and our increased revenue. Once he gets the salary information, he will draft a budget which would reflect operating and capital expenditures. There will be more discussion about operating and capital budgets and our policy around this at a future meeting.

New Business

Board recruitment: Kevin will follow up with the Georgia school board to act upon Neil's reappointment.

2012-13 Personnel Contract: Bob is willing to serve on this committee with Pete and Carol. They plan on meeting next week.

Future agenda items:

- Fundraising: Neil and Sam
- ACM review/continuing education review
- Qvidium review: Kevin will update us
- Top programming shows: (June=live streaming: open mic; BFA graduation)
- Recruitment / marketing plan

Executive Session :

There was no need for an Executive Session.

Adjournment:

At 7:38, 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