

**Lake Champlain Access Television  
Meeting of the Board of Directors  
Colchester Studio  
January 28, 2013**

**Present:** Dick Pecor, Sam Conant, Carol Jones, Neil Hilt, Kevin Christopher, Rich Hamlin,  
Buddy Meillleur

Dick called the meeting to order at 5:40 pm.

**Approval of Agenda:**

Carol made the motion, Sam second, to approve the agenda. Motion passed.

**Public, Board, Staff Comments:**

Sam suggested that the Board send Peter Russom a thank you note for his service to the Board. Everyone agreed. Kevin will follow up with this.

Sam wanted to know if LCATV was archiving and cataloging the old tapes –Kevin reported that this has begun.

**Bylaws-Article 2**

Kevin passed out a copy of the bylaw revision which reflected the LCATV Board's restructuring plan which was discussed at the December, 2012, meeting. Carol made the motion, Sam second, to accept this revision of Bylaw Article 2. Motion passed. The plan will roll out over the next three years.

**Approve Minutes of December 12, 2002**

Carol made the motion, Neil second, to approve the minutes of 12/12/12. Motion passed. Kevin will check with Kary to get the sign in sheet from the meeting to attach to the minutes.

**Restructuring of the Board of Directors / Election of Officers**

Sam made the motion, Carol second, to dissolve the current Board of Directors and move to the new restructuring plan. Motion passed. The Board immediately turned to election of officers.

Sam nominated Carol Jones for treasurer, Neil second.

Dick nominated Kary Towne for secretary, Sam second.

Neil nominated Sam Conant for vice president, Carol second.

Sam nominated Dick Pecor for president, Neil second.

Rich made the motion to accept the slate of officers as nominated; Neil second. Motion passed.

Kevin passed around a contact sheet so everyone could update their information.

**Old Business:**

**Facility relocation:**

Kevin reported that the Creek Farm location fit up was moving along nicely. There was still some flooring and electrical work to be done. The data connectivity piece is coming up. Several of the

Board members volunteered to pull wire. The sign is at the printers. Permits are in place. Utilities will be hooked up soon. Kevin has contacted Comcast and is arranging the work schedule over the next few weeks to get LCATV broadcasting from Creek Farm. The plan is to begin moving equipment on January 16-17. The week of January 25<sup>th</sup> studio equipment will be moved over so the staff can begin working live out of Creek Farm Plaza. The goal is to be out of Prim Road and in Creek Farm by the end of February.

Kevin is working with Barbizon lighting getting quotes for studio lighting. Efficiency Vermont is involved and we will be eligible for rebates. Kevin expects more information soon.

Kevin reported that the entire package could cost around \$75,000+ before Efficiency VT rebates, which is over what we can afford. He is hoping to talk with the sales rep to see how we can get that number down. Kevin feels our budget is \$50,000 before rebates. Carol suggested a 'kick starter campaign' might work. She briefly explained how they work. Dick wondered about looking at prioritizing needs for now and what might wait over the next 6-12 months. He also wondered about competitors. Kevin will go back to Barbizon and talk about what we actually need and what we might put off for a time. He will let us know what they come back with.

#### **Alternative Funding:**

Carol talked a little more about the possibility of a kick-starter campaign. It is important that we have a clear idea of our needs. Her experience is that there are people out there who support the art through kick starter campaigns. Kevin had experience with a successful kick-starter campaign. Neil suggested this might work for getting a portable green screen. Obtaining curtains for the studio might be another funding option. Sam is going to make some contacts and will let us know what he finds out.

#### **Future of DMP:**

Neil, Dick, Stephanie and Kevin met last week to discuss the program. Essentially—LCATV has a surplus of funds in each library—What do we do with the funds and the equipment? The Board discussed this briefly. Kevin did report that the library equipment consists of older model (obsolete) cameras and old computers that have little value for the station. The total funds left at the libraries equal about \$14,000. This money would help with the current new studio fit up. Kevin talked about new technology. Many students have tablets and have access to video production software. The Board agreed that we need to rethink this program based on new technology and an increased service area. We want to do something that is equitable for all our towns. As we expand, licensing must be taken into consideration. The final decision was that Kevin will talk with the librarians and discuss what their thoughts are with how the program has gone and what they see working in the future. The Board agreed that the left over money should come back to LCATV for our current needs. We will discuss this issue again once Kevin has gathered information from the library staff.

#### **Treasurer's report**

Carol presented the balance sheet. Reconciled year-end balance sheets will be available closer to our tax deadline.

With Pete's move, LCATV must update signers on our bank accounts. Kevin will follow up to get Pete's name off and Carol's name on the accounts. He will work with Carol on this.

**New business****Outreach Opportunities:**

It is time for us to reach out to find Board members for LCATV BOD.

There is some information on the TV station. We will look into advertising in the local papers. Front Porch Forum might be another option. Neil suggested advertising for new Board members, and, at the same time inviting community members to come in and learn production techniques all in the same message. Kevin and Sam are going to follow up with front porch forum to see what the fees are and how it might work for us.

**Election forums:**

Kevin reported that LCATV will do the elections differently this year due to the move and uncertainty associated with it. There will be no live forums. LCATV will partner with the local papers and have a cooperative forum in the community. Kevin is looking for contacts from our town and would like commentary on Election Day if possible. Let him know if you have people in mind.

**2013 vision:**

The Board felt like we are moving steadily toward our vision and now need to look toward our 2014 vision. Once the dust settles from the move and we get more board members on board, summer would be a good time to meet to further this discussion.

The Board briefly discussed phone service. Should we bundle with Comcast? Is it possible to get a non-profit rate? Are there other carriers that would be less expensive and provide good service? Rich was able to give us good information based on his work with Comcast. It is time that we get another phone line for the station to have a total of 3 lines (includes 1 fax). Kevin will check into this.

**Future Agenda Items:**

None

**Executive session:**

None needed at this time.

**Adjournment:**

At 7:10 pm. Sam made the motion, Carol second, to adjourn the meeting. Motion passed.

Kevin will be in touch to set up our next meeting.

Respectfully submitted,

Kary Towne  
Secretary