

Regular Board of Directors Meeting

June 23rd, 2016

Island Arts

3537 US Route 2, North Hero, VT 05474

Board of Directors in Attendance: Ken Rocheleau (KR), Sam Conant (SC), Dick Pecor (DP), Bob Sekerak (BS), Bob Shea (BSh), Carol Jones (CJ) and Curt Taylor (CT).

Staff in Attendance: Kevin Christopher (KC)

1. Call to Order: 5:30 PM

2. Approval of Agenda

Motion to approve by KR, 2nd by SC, passed unanimously

3. Public / Board Member / Staff Comment

KC Thanked Island Arts for allowing LCATV to use the space for the meeting.

4. Approval of Minutes for 3/30/16 meeting

Motion to approve by CJ, 2nd by KR, passed unanimously

5. Executive Director's Report

KC stated that the studio update is nearly complete with \$45k under budget. The work should be completed after another week at which time work on the play back system can begin. Next year there may be work on the studio sets.

Last two weeks have been very hectic. Thirty events in 2 weeks: graduations, meetings, concerts. Also coverage of Lake Champlain International's gubernatorial forum at St. Mike's on water related issues.

CJ raised the issue of a possible donation to the Colchester High School theater project due to the fact we are under budget for the equipment upgrade. This led to an extensive conversation about how excess funds might be used. KC mentioned that such a donation should be spread out among all the towns or perhaps the three high schools. CJ estimated that LCATV could donate \$2k to \$5k to each high school (Milton, Colchester and Fairfax). CT will talk to the superintendent in Colchester and KC will contact Milton and Fairfax to see if there are any specific needs at the schools.

Later in the meeting BSe mentioned that a scholarship may be a good use of the excess funds. This led to an extensive discussion about scholarships and endowments and whether or not LCATV might create such a fund to offer yearly scholarships to high school students. The consensus was that since our major capital projects are nearly over, LCATV will, most likely, have a continued surplus that could be used to fund such a scholarship. A subcommittee of DP, KR

and SC will look into how a scholarship fund might be set up and operated. They will report back to the Board.

Both the gift and scholarship would not be offered until after January of 2017, the end of this fiscal year and would be part of the FY '17 budget.

6. Treasurer's Report

CJ stated that we are looking at a projected net income of \$50k or \$60k. CJ also pointed out that some items may be incorrectly classified resulting in some odd balances. KC will sit down with the bookkeeper to straighten it out.

7. Old Business

a. Community Affairs Program discussion

KC stated that the Vermont Public Broadcasting System (VPBS) is reaching out to organizations to collect local content for airing on their main broadcast channel. Such local content would also be available on one of their HD channel. Vermont Access Network may well collect such content and pass it on to VPBS.

DP is meeting with Bob Hall of Colchester High School regarding possible community affairs programs utilizing students in the school's debate program.

b. LCATV Sponsorship discussion

KC had nothing new to report. We are currently sponsors of the Colchester Triathlon.

c. Personnel Committee

KC has begun compiling documents regarding changes in the fair labor standards act, over time, etc. and ended up contacting the firm NFP of South Burlington to talk about a Human Resources (HR) audit. KC met with a representative from the company to talk about job descriptions, document retention, performance reviews, best practices for postings, employment agreements, compliance with fair labor standards act etc. LCATV is paying \$1900 to NFP to perform the audit. A report should be available in several weeks.

8. New Business

a. Mobile Video Lab Storage Agreement

KC presented an agreement with the Town of Colchester enabling LCATV to store the Mobile Video Lab in the Colchester Public Works lot near the Colchester Police Station.

Motion to approve by SC, 2nd by BSe, passed unanimously

9. Executive Session – not needed

10. Adjournment: 7:05 PM

Motion to adjourn by SC, 2nd by CJ, passed unanimously