

Regular Board of Directors Meeting

January 17th, 2017

LCATV Studio

Creek Farm Plaza, Colchester, VT

Board of Directors in Attendance: Ken Rocheleau (KR), Dick Pecor (DP), Bob Sekerak (BS), Carol Jones (CJ), Bob Shea (BShea), Sam Conant (SC) 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 BShea, 2nd by SC, passed unanimously

3. Old Business

a. Employee Handbook – Second Reading / Action

The first subject of discussion regarded References. Should there be a policy about giving out information about an employee? If a person calls and asks about an employee who has used LCATV as a reference. The manual specifies that only very limited information is passed on. The Board agreed that the policy, as written, is fine with the understanding that KC can use his own discretion.

There were also some twists and turns regarding vacation time for part-time workers resulting in modifications to the appropriate language. And there was considerable discussion regarding employees who serve in the military services, conflicts of interest, the definition of ‘at will’ and marijuana. There were no major changes of policy.

Several other small changes were made to the language of the Manual.

Motion to approve the 2nd Reading of the Manual by BShea, 2nd by SC, passed unanimously

b. Scholarship, Gifts & Endowments – Discussion Item

With musical accompaniment from the studio, considerable discussion resulted in the Board asking that SC write up his suggestions regarding a scholarship that is both equitable among cable users and used for ‘cable related community need.’ KC will develop an idea to be presented as a discussion starter for the eight library directors in the LCATV service area. The library directors will be invited to a meeting to further that discussion.

4. New Business

a. Board of Directors Reorganization & 2017 Board Appointments

Colchester/Milton: DP (3 year), BS (2 year) and CT (1 year) up for reappointment
Georgia/Fairfax/Westford: BShea (2 year) also up for reappointment. The 1 year and 3 year terms are open.

All candidates opted to return with the same term limits.

Motion to approve the slate of candidates by CJ, 2nd by BS, passed unanimously

Motion to dissolve the current executive committee by DP, 2nd by BS, passed unanimously

CJ nominated DP for President, 2nd by BS

DP nominated SC for Vice President, 2nd by CJ

CJ nominated CT for secretary, 2nd by SC

KR nominated CJ for treasurer, 2nd by BShea

Motion to approve executive committee slate by DP, 2nd by BShea, approved unanimously

CT exited the meeting.

5. Approval of Minutes for 12/21/16 meeting

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

6. Executive Director's Report

KC reported that he will come back to the board with a proposal using 'temporarily restricted fund balance' to complete the second phase of studio improvements. Those improvements include sound proofing, the need for which was apparent at this meeting.

KC also reported that the PSB has come down with a new Certificate of Public Good and that it is favorable to LCATV. There is a possibility that Comcast will appeal.

7. Treasurer's Report

CJ reported that the December balance sheet shows assets of \$700k and liabilities of \$143.00. There were significant savings in the HD upgrade. KC remarked that the HD upgrade is not yet complete so some of those savings will not be realized. CJ mentioned that all is in balance. LCATV closed out the year in good financial health.

8. Executive Session (*if needed*)

None required

1. Adjournment to at 7:23 PM

a. Motion to adjourn by KR, seconded by BShea, passed unanimously

Respectfully Submitted on February 6th, 2017, approved March 20th, 2017

by Curt Taylor - Secretary