

Regular Board of Directors Meeting

August 17th, 2017

Georgia Public Library

1697 Ethan Allen Highway, Georgia, Vermont 05454

Board of Directors in Attendance: Dick Pecor (DP), Carol Jones (CJ) – left before end, Jeffrey Hathaway (JH), Curt Taylor (CT), and Ken Rocheleau (KR) – arrived after start, Greg Drew (GD), Bob Shea

Staff in Attendance: Kevin Christopher (KC)

1. Call to Order by DP at 5:32 PM

2. Approve Agenda

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

3. Public / Board Member / Staff Comment

CT commented that at one time we had talked about following the CHS debate team and doing a production about the debate competition process. Progress on this issue was suspended due to Bob Hall's illness. Bob Hall is the 'forensic facilitator' at Colchester High School. DP said he will reconnect with Mr. Hall.

4. Approve Minutes of 7/1/17

Motion to approve both with changes by CJ, 2nd by GD, passed unanimously

5. Executive Directors Report

KC updated the board regarding the state-wide negotiations with ComCast's Certificate of Public Good (CPG). The Public Utilities Commission (PUC) has denied Comcast's motions to amend or appeal the new CPG. This is good news for LCATV. ComCast may well appeal this in federal court. There was some discussion as to whether the new CPG is now in effect or not.

KC explained that the new CPG has several items beneficial to Access TV. The new CPG requires that ComCast:

- provide access to the interactive programming guide,
- add 500 miles of new build,
- have provisions for HD underway within two years,
- start providing alternatives to traditional remote origination technology.

During the 120 days ComCast has to respond the old CPG is thought to be in effect.

KC also updated the Board on the Civil War project which is 'moving slowly.' He has also been having some difficulty getting the sound proofing of the studio taken care of but has not given up.

6. Treasurer's Report

CJ reported all finances are in balance and healthy. Cash Flow is in balance.

7. Old Business

- a. Employee Handbook Revisions – 2nd Reading

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

b. Community Needs Assessment/ ComCast Agreement – Discussion Item

KC updated the Board on the Community Needs Assessment. The phone survey performed by Castleton was completed and successful. Greg (the consultant) and KC are now doing interviews. About 15 or 20 will be conducted. There will then be three regional meetings, one for each county within the coverage area. Chittenden's will be September 20th, Grand Isle's will be Oct 4th and Franklin County's will be September 27th.

8. New Business

KC raised three Human Resources issues that he would like to bring to the attention of the Board at a future meeting:

- a. Ongoing Contract with NFP – does the Board have any interest in an ongoing contract with NFP to assure that LCATV remains compliant? NFP would also be a resource for HR questions.
- b. Full-time hours - Currently there are two employees working 37.5 hours a week and one working 40 hours. There are also several employees who could be moved to full time. Should this be changed?
- c. The time is fast approaching when the Board needs to again consider salaries and pay.

CT also asked if there was any interest in LCATV purchasing a drone. KC said he would talk to Michael Wright about it.

9. No executive session needed

10. Adjournment

Motion to adjourn at 6:40 by BS, 2nd by GD, passed unanimously

Respectfully Submitted on September 5th, 2017

by Curt Taylor - Secretary