



Board of Directors Regular Meeting

March 24, 2020, at 6:00 pm

LCATV

63 Creek Farm Plaza, Suite 3, Colchester, Vermont 05446

or

www.uberconference.com/lcatv

Board of Directors in Attendance: Greg Drew (GD), Curt Taylor (CT), Bob Shea (BShea) at 6:18, Dirk Reith (DR), Ken Rocheleau (KR), Jeff Hathaway (JH), Dick Pecor (DP)

Staff in Attendance: Kevin Christopher (KC).

1. Call to Order by DP at 6:02 PM.

2. Approve Agenda

Motion to approve agenda by GD, 2nd by DR, passed unanimously.

3. Public / Board Member / Staff Comment

4. Approve Minutes of 2/18/2020 Meeting

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

JH called attention to a misspelling.

5. Executive Director's Report

KC mentioned that the May 1st Annual VAN meeting has been cancelled. There will be a virtual business meeting in the morning of the same date. All are invited to attend.

6. Treasurer's Report

JH stated that the numbers look good. LCATV is ahead in the revenue we collect from Comcast for the period ending February. We are about \$55k ahead of our projections. The \$1,600 overage in unemployment is not significant. Everything looks good and in balance.

DP noted that our current assets, compared to last year's, are significantly larger. JH noted that we have more funds in the money market account this year, which explains some of that overage. KC remarked that last year LCATV was very conservative with spending due to the uncertainty regarding the FCC decision. That possible drop in revenue did not occur. In addition, JH pointed out that a new personnel addition in the budget had not been fulfilled.

7. Old Business

a. FCC Action – Status

KC stated that VAN had been waiting for a decision regarding a stay of the FCC order. Last week the 6th circuit court of appeals denied the motion for that stay. Litigation and charge-backs can now proceed. Van expects that litigation will continue on the national level.

b. Legislative Update

KC reported that the Vermont legislature had planned to include funds for the study called for in bills H.744 and S.318. The Covid-19 pandemic however caused all non-Covid related legislation to be put on hold. The \$100k slated for the study will probably go to the State's Covid-19 response. The future of such legislation is unknown.

CT reported that the legislature is currently working out the details of voting procedures. There are predictions of significant budget hits.

c. Service-for-Hire

KC has not yet investigated the details of using LCATV's drone capability to generate revenue for the organization. He has nothing to report on this item.

8. New Business

a. Internet Security Assessment

JH forwarded proposals from two companies to the Board. He preferred the SymQuest proposal as it includes a free onsite assessment. JH led a discussion of the background of this issue and the reasons for the project.

The SymQuest proposal includes the no-charge best-practice review of operations at LCATV and then a monthly charge depending on the results of that review.

DP asked if, due to present social contact restrictions, this item should be tabled. After a brief discussion, a motion to table the issue was proposed.

Motion by DR to table the Internet Security Assessment item, 2nd by BSchea, passed unanimously.

b. Board Recruitment

KC remarked that this is not a priority item at this time

c. Covid-19 Response

KC presented an update of our current situation. LCATV has been closed to the public since March 16th. On that day there was a meeting and planning to get staff out as quickly as possible and working from home. Staff has been working from home since then. KC has been working alone at the office. In-person meeting coverage has not yet been suspended but will be tomorrow.

LCATV will be working to offer streaming services and recording for virtual meetings. Those services will be offered to boards.

Compensation

Full-time staff is working from home. Everyone is getting paid at their regular rate of pay with no overtime. If LACTV's accountant shuts down as is expected, KC will be getting a stack of post-dated checks that may be distributed to the staff as needed. KC asked that if the Board wishes to make adjustments to fulltime compensation, now is the time to do that.

Field producers, as of tomorrow, will not be working. KC presented three options regarding their compensation:

- a. Let them apply for unemployment compensation and not work for LCATV.
- b. Pay a stipend that considers the number of meets they cover per month and compensate them for that number of meetings at four hours a meeting with their usual rate of pay. The cost to LCATV is about \$2,188 per month.
- c. A slightly more generous option than option b, this option takes the hours they worked last year and averages it to produce a monthly pay. This option costs a few hundred dollars more per month. This option considers non-meeting coverage. As a result, it pays more to field producers who work those non-meeting events.

There was some discussion of whether LCATV should continue to pay field producers when they are not working. KR pointed out that we are not receiving any loss of income and we will not be paying them any more than they would get under normal circumstances.

There was also some discussion of finding other work for field staff. KC remarked that this might be possible but right now their job description, skills and resources vary and make it difficult to find other work. He stated that this may change as new opportunities present.

The board discussed the process whereby people get paid when the accountants office is closed due to the pandemic for an unforeseen period. Though KC can request a given number of checks in advance and use those as needed, how many should he request, and for how many months. The board decided to resolve the issue with three motions as follows:

Motion by BSchea to approve the option b. reimbursement plan for field producers, 2nd by DR, passed unanimously.

Motion by JH to allow the Director to cut the checks for field producers as specified in option b for a time period not to exceed three months, 2nd by GD, passed unanimously.

Motion by DR to cut check for operating staff and Executive Director for a period not to exceed three months, 2nd by JH, passed unanimously.

JH asked that KC watch for any potential federal or state funding resources that LCATV may be able to utilize.

9. Executive Session

There was no Executive Session

10. Adjournment

Motion to adjourn at 6:55 PM by DR, 2nd by GD, passed unanimously

Respectfully submitted on April 28th, 2020 (DRAFT) by Curt Taylor – Secretary
Approved at May 12th 2020 meeting