



Board of Directors Regular Meeting

May 12th, 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), Dirk Reith (DR), Jeff Hathaway (JH), Dick Pecor (DP)

Staff in Attendance: Kevin Christopher (KC), Buddy Meilleur (BM)

1. Call to Order by DP at 6:05 PM.

2. Approve Agenda

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

3. Public / Board Member / Staff Comment

GD spoke a little about the Vermont Craft Council's inability to put on their usual big fund-raising event. GD has been working with KC to produce a video showing the various crafts, but constraints of time and the pandemic have made it difficult to proceed.

4. Approve Minutes of 3/24/2020 Meeting

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

5. Executive Director's Report

KC stated that LCATV is still closed to the public and LCATV employees are working from home. LCATV is getting more public content from community partners, with about five or six Story Times from local libraries per week. Colchester Parks & Rec is providing content and there are a number of church services presented.

As of May 1st, KC's tenure as VAN president ended, though he is still on the Legislative and Legal committees. The Board thanked him for his work.

6. Treasurer's Report

JH stated that LCATV is overspending in a few of the budget categories. He noted about \$1400 in the Compensation category as we cut checks up front for some employees. Those checks will be distributed when needed. COVID-19 may have reduced spending in other categories; postage and shipping is down. Otherwise the numbers look good and there is no reason for concern. He added that the accountant's office is open, so KC is able to leave off expense statements and pickup checks.

KC covered some issues that have come up since the current budget statement. LCATV received the first quarter funding check for about \$155,000 which is not significantly different than the one from this time last year. LCATV did apply for the federal Payroll Protection Plan (PPP) a few months ago. The application has been approved for \$72,500: 75% will go to reimbursing payroll costs, 25% can go to rent and utilities. LCATV did not apply for the \$10,000 grant as KC felt we were not in need of it. DP asked if the PPP funds are a loan. KC responded that it is a loan that does not need to be paid back. JH elaborated that if we use the funds appropriately the loans are supposed to be forgiven when the COVID emergency ends. The loan comes with restrictions on how it can be used.

7. Old Business

a. COVID-19 Response Plan

KC spoke about possibly re-opening in the coming weeks or months. LCATV has had one person ask to come in to produce content. That person was told that, at this point, he could not work in the studio, as he requires close assistance. KC would also like to know how LCATV should respond when public board meetings begin to transition to in-person meetings. Will LCATV send a field producer and under what health/safety protocols? Summer camps are imminent, and LCATV does not know what they are going to look like. Milton has decided to go forward with in-person camps in response to the Governor's announcement that camps could operate this summer.

DP asked about protocols for such gatherings. Should LCATV have its own protocols or should we follow those that are put in place by each requesting entity? KC stated that the question is: should we request from each board what the protocol is or should we notify them of LCATV's protocol when a staff member enters their premises. The answer to that question was not determined.

Regarding opening the LCATV studio to the public, JH ask if LCATV staff has been through VOSHA training. KC responded in the affirmative. DP asked if there is anything that we are unable to do under the current situation. Buddy responded that if meetings are remote, there has been very little need for him to come to the studio.

KC explained that he ended up furloughing the field producers. The furloughs gave them the option of either accepting continued LCATV paychecks or turning to Unemployment Insurance (UI). Several chose the latter. For those furloughed employees there is not enough work to justify re-employment, forcing them to forgo the UI benefit or accepting the stipends the board has approved. KC stated that he has not contacted the field producers to gage their comfort level for returning.

DP suggested we send the communities we serve a letter letting them know that we are still in business and should they want to go to in-person meetings it would be good for us to know in advance. KC agreed.

There are two regular weekly shows that are currently suspended, but there is no real pressure to let the public back in to work in the facility. KC feels uncomfortable about sending field producers to summer camps where they would likely be in close contact with campers.

b. FCC Status, Action and Planning.

KC reported that the schedule of appeals has been released. The filing of those appeals will begin this month and continue until late October. The 6th Circuit Court will then come out with a ruling.

c. Legislative Update

KC said that COVID has brought about a heightened interest in broadband expansion. The result may be that the proposed funding study will receive support in the Legislature. The bill proposing the study (S.318) is still in play.

d. Service-for-Hire Work

KC stated that he continues to have nothing to report on this item.

8. New Business

a. Internet Security Assessment

JH would like to continue to keep this tabled until perhaps late July when progress can be made.

b. Board Recruitment

KC remarked that this remains as not a priority item.

9. Executive Session

During the discussion as to whether an executive session was needed KC informed the board that in the next three- or four-weeks VAN will be meeting with ComCast for their first real state-wide contract template meeting. DP asked about the chronological sequence of AMO contract negotiations with ComCast. KC replied that the plan is to provide all AMOs with a template contract that is in line with the new Certificate of Public Good and the settlement so that there is not months and months of negotiating. Then the individual AMOs can negotiate items unique to their center.

JH remarked that he would like to have a more in-depth look at the station's financials. KC suggested that the accountant could go through the financials for the Board some time. JH agreed and explained that some Boards review each check. He would like to have the Board discuss how detailed a look it should have when reviewing the budget. DP agreed and suggested the accountant come to a meeting when meetings become more normal.

10. Adjournment

Motion to adjourn at 6:50 PM by CT, 2nd by GD, passed unanimously

Respectfully submitted on May 6th, 2020 (DRAFT) by Curt Taylor – Secretary

Approved at 6-15-2020 meeting