



Board of Directors Regular Meeting
October 26th, 2020, at 6:00 pm
LCATV
63 Creek Farm Plaza, Suite 3, Colchester, Vermont 05446
or by Zoom

Board of Directors in Attendance: Greg Drew (GD), Curt Taylor (CT), Bob Shea (BShea), Ken Rocheleau (KR), Dick Pecor (DP), Jeff Hathaway (GD)

Staff in Attendance: Kevin Christopher (KC), Buddy Meilleur, (MW) Michael Wright

1. Call to Order by DP at 6:08 PM.

2. Approve Agenda

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

3. Public / Board Member / Staff Comment

No comments.

4. Approve Minutes of 9/28/2020 Meeting

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

5. Executive Director's Report

KC stated that LCATV has been very busy. LCATV streamed close to forty sports events in the last month. Some adjustments need to be made before winter sports begin. There are generally over a hundred viewers and as many as 250 for the football games.

LCATV also streamed the first performing arts program since the pandemic started in a facility with all doors and windows; chilly but effective. Stephanie Soules had been working with a number of other media entities to produce a movie that was screened at a make-shift drive-in in Jericho this week. About thirty cars attended.

LCATV has jumped from almost no business to sometimes too much business. KC stated that he has found a 145% increase of usage from this time last year on LCATV's main live video page. The graduation ceremonies in Colchester and Milton were particularly popular.

DP asked if LCATV is looking to hire more field producers. KC responded that an ad is being posted.

6. Treasurer's Report

JH reviewed the September balance sheet. We have about \$200k more in cash than we did at this time last year. The PPP grant is still on the books as a liability awaiting federal determination as to when that loan will be turned into a grant. Most budget items are tracking well.

KR asked about what appears to be a very healthy balance sheet when at this time last year, we were considerably worried about LCATV's ability to survive. KC responded that the pandemic has made quite a difference. Payroll Protection Program and Coronavirus Relief funding received from the state has helped a lot. The pandemic has reduced our spending. KC remarked that there will be some additional capital expenses before the end of this fiscal year.

JH asked about any changes in revenue from ComCast. KC responded that revenues from ComCast have been steady. The expected decline of those revenues has not occurred.

JH also asked why we have two health insurance plans: MVP and BCBSVT. KC responded that LCATV's accounting firm proposed several options for different personnel. JH asked if it might be better to have a single provider. KC responded that he will be in contact with the accountants and we might consider that proposal.

KC added that currently we have extra funds in advertising due to the pandemic. Because LCATV will be doing more outdoor events, he wondered if there were any objection to the purchase of LCATV emblazoned winter coats at a cost of \$2,200 total. The Board approved.

7. Old Business

a. FCC and Legislative Status Update

KC stated that briefs are being filed. Oral arguments to the appeals court will begin in December or January. A decision may come down in the spring. Vermont Access Network will be meeting in the coming weeks to discuss the upcoming legislative session.

The RFP is out for the Public Education and Government (PEG) study. The study should begin later this year.

GD asked about the relative usage of LCATV's streaming service vs. its cable services. KC responded that it is his feeling that most of our viewership is video-on-demand and live streaming. It has been that way for several years. He clarified that he has no data to back up those statements.

b. Cable Line Extension Funding Proposal

DP reported no news regarding the fund. With regard to the project on Middle Rd., he has submitted a complaint to the PUC about rule 8.313's definition of how a group of citizen can get a cable line extension project completed. He has not heard back yet.

c. Policy # 11 Financial Management Review

This policy was tabled last month in order that JH could participate in the discussion. The Board reviewed this second draft.

Motion to approve Policy # 11 as presented by JH, 2nd by CT, passed unanimously

d. Policy #3: Election Programming – Revision 2nd Reading/Action

KC explained several changes that have been made as a result of last meeting's discussion. KC clarified that this policy only applies to LCATV's Education and Government Channel and not public access channels. Policies for public access channels are covered in LCATV's program content policy.

Motion to adopt Policy # 3 Election Programming as presented by CT, 2nd by JH, passed unanimously

8. New Business

a. Policy # 2 Use of Field Production Equipment

KC reviewed his suggested changes to the policy. He asked about reference to various age limits in the policy. There was some discussion about restrictions having to do with the age of the person borrowing equipment.

There was also discussion about what "noncommercial" means. KC referred to "call for action" in policy 10 as a way to determine what is commercial programming. KC will check to be sure this is clarified in Policy 10.

KC will incorporate any changes suggested and bring Policy #2 back to the Board next month.

b. Fiscal Year 2021 Budgeting – Discussion Items

KC stated that he has no new items to bring forward and is awaiting decisions from the Board on personnel. DP suggested that this might be done during this meeting. After some discussion the Board decided to go into Executive Session to discuss personnel.

Motion to move to Executive Session by DP, 2nd by CT, passed unanimously

Executive Session

Motion to Exit executive session by GD, 2nd by JH, passed unanimously

Motive by KR to accept the results of the executive session salary discussion, 2nd by DP, approved unanimously

c. Addition Items

DP brought up the issue of emeritus Board members for discussion. No action was taken.

9. Adjournment

Motion to adjourn at 7:45 PM by DG, 2nd by DP, passed unanimously

Respectfully submitted on November 16th, 2020 (DRAFT) by Curt Taylor – Secretary
Approved by Board at November 23rd 2020 meeting.