



Board of Directors Regular Meeting

November 29th, 2022, at 6:00 pm

LCATV & via Zoom

Board of Directors in Attendance: Dirk Reith (DR), Ken Rocheleau (KR), Curt Taylor (CT), Greg Drew (GD).

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

1. Call to Order by Chair DR at 6:02 PM.

2. Approval of Agenda

Motion by CT to approve the agenda, second by GD, passed unanimously.

3. Public, board member, and staff comments

4. Approve minutes of 9/28/2022

Motion by DR to approve the minutes of 9/28/2022 with a small change, second by KR, passed unanimously.

KC remarked that the date on the minutes to approve needed to be changed.

5. Executive director's report

KC stated that it took about a week and half for the water of the flood to dry up. Particularly in the studio. Dry wall work has begun. Walls had to be opened, dried out, and repaired. Painting and cleanup has yet to be done. KC is hoping that the studio will be available by February 1st of next year. The new studio control system will need to be installed first. LCATV is closed to the public until then. Equipment loss was not bad. A couple laptops took on water. All battery backups that were on the floor have been discarded.

The landlord is taking care of all remediation, construction, and cleanup. A claim for equipment lost has been filed.

KR asked about drain lines from several rooms and whether they were working properly. KC explained that one drain has been causing problem. He will mention it to the property manager. KR also asked about any cables that might have been submerged during the flooding. KC responded that all the systems are working. When the current studio control system is replaced all the cables will be checked and replaced if necessary.

6. Treasurer's Report

Because the treasurer was not in attendance KC reported that there was nothing out of the ordinary. The latest funding check has been in line with previous deposits.

7. Old Business

a. FCC and Legislative Status Update

KC stated that LCATV is awaiting the \$25,000 from the State for the new studio controller. Nothing else to report until the next legislative session begins in January.

b. Creative Content Producer Search

Due to the work required to get the cleanup from the flood completed KC has been unable to put time in on this issue.

c. Community Outreach & Engagement Plan and Budget

This too has been put on hold. Marketing Partners has still not responded. KC is looking for a new vendor.

8. New Business

a. Fiscal Year 2023 Budgets – First reading

The compensation portion of the budget has yet to be completed. KC reported no big changes. He made some small changes. The biggest item in the capital budget is the purchase of a new camera for public use (\$6,000).

CT asked about changes in the donation line item. KC responded that the Town often donates to LCATV but has not done so in the last couple years.

KC also is not sure if the State will appropriate any funds in the FY2024 budget to be passed on to LCATV.

The compensation subcommittee set a date for their meeting.

b. Employee Handbook Updates – First reading

KC reported that an employee handbook update can be expected every year. The update this time has to do with the COBRA program. The State required some additional language which has been added to the Handbook.

9. Executive Session

There was no need for an executive session.

10. Adjournment

Motion to adjourn by KR, second by CT, passed unanimously

Meeting adjourned at 6:26 PM

DRAFT Respectfully submitted by Curt Taylor – Secretary on December 13th, 2022

FINAL version approved at December 14, 2022 meeting