

Rule 8 Annual Report for Vermont Access Management Organizations

Version 2.5 -- TempRev'16

Reporting Deadlines

Vermont Access Management Organizations are expected to complete and submit their annual report within 120 days of the end of their fiscal year. If you need an extension please contact the Department of Public Service and your cable operator(s) prior to the date on which the report is due.

Instructions

Instructions for filling out this form may be found at:
<http://VermontAccess.Net/documents/rule-8-amo-reporting-instructions/>

Attachments:

Please attach additional pages for information that won't fit in the space provided.

Send Your Report to:

It is required that each Access Management Organization send a paper copy of its Report to:

1. Clerk of the Board
Vermont Public Service Board
112 State Street
Montpelier, VT 05620-2701
2. Vermont Public Service Department
c/o James Porter, Director, Telecom Division
112 State Street
Montpelier, VT 05620-2601
3. Vermont Access Network
PO Box 4041
Burlington, VT 05406-4041
4. The Cable Operator(s):
See your contract for Mailing information.

Report Fiscal Year (Date Fiscal Year ended)

Fiscal Year End Date
(NOT today's date, please.)
(Enter as M/D/YYYY)

1. Organization Name & Address

Legal Name/ Corporate Name

"Doing Business As" (d/b/a) Name & Call Letters

Mailing Address

Location Address (if different than Mailing Address)

Website Address



2. Contact Information

2a. Individual Completing this Form

Name

Position

Phone Number

Fax Number

EmailAddress

2b. Executive Director/ CEO

Name

Phone

Fax Number

Email Address

3. Corporate Status - Open Meetings Rule 8.422(J)

Is the AMO recognized by the IRS as a 501 (c)(3) Non-Profit Corporation? Yes No

Year Incorporated in State of Vermont _____

Is the AMO current with its bi-ennial Secretary of State nonprofit corporate registration? Yes No

Does AMO comply with applicable parts of VT's Open Meeting Law? Warns Board Meetings Posts Board Minutes

4. Service Territories/ Communities Served

Service Territories	Name of Cable Operator	Communities (Municipalities) Served	Changes from Previous Year
Service Territory 1			
Service Territory 2			
Service Territory 3			

5. Current PEG Capacity & Applications – 8.422(B)

5a. Channel(s), by Cable Operator(s)

Name of Cable Operator #1 _____	
Channel Number (and Call Letters or Name)	Type of Access (Public, Educational, Govt.)

Name of Cable Operator #2 _____	
Channel Number (and Call Letters or Name)	Type of Access (Public, Educational, Govt.)

5b. Additional Application(s) – 8.404(B)

Describe Additional Application(s) the AMO uses for which the cable operator has dedicated system capacity or facilities, in a form other than a Channel, in order to support the distribution of PEG access content to cable subscribers.

Examples of Operator-provided applications would be Level/Class of broadband service (Commercial/Business/etc), Static IP, Q-Vidium equipment, an E-mail domain, cloud storage, etc. Also, is the Operator charging for any of these? Are you given access to the IPG and does the Operator pay for it?

6. Outreach Strategies – 8.422(C)

6a. Outreach Activity Summary

Activity	Frequency (How many, how often @ D,M or Y)	Number of People or Orgs Served/Reached (Check Applicable Range)				
		1-50	51-150	151-500	501-1000	1000+
Group Orientations		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
One-on-One Orientations		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community Events (Open Houses, Tours, Gallery Openings, etc.)		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Newsletters (Emailed or Mailed)		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bill Stuffers		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advertising placements (Print, Radio, TV)		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community Bulletin Board submissions		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Video contests, competitions		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Internet Applications & Other Types of Outreach (Specify)		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6b. Additional Outreach/Marketing Information

Provide additional Outreach & Marketing activities (if any) in narrative form.

7. Training & Provision of Facilities -- Rule 8.422(C)

7a. Training Delivery

Please summarize how the AMO delivered its Training during the year of this Report.

Activity		Number held during year	Number of individuals served
One-on-One Training & Support			
Workshops			
Youth Camps			
Other (Describe)			

Training Notes (optional)

7b. Additional Information

Provide additional Training information (if needed) in narrative form.

8. Programming Data - Rule 8.422 (C)

8a. Programming Information

Please provide annual data for the following.

Type of Programming (First-Run, Non-Repeat)	Number of Programs (first run)					Number of Hours (no repeats)				
	Ch__	Ch__	Ch__	Ch__	Total # of Prgms	Ch__	Ch__	Ch__	Ch__	Total # of Hours
Locally-Produced										
“Imported” via VMX or Vermont AMO										
“Imported” from other sources										
COLUMN TOTAL										

8b. Remote Origination Sites (Non AMO Facility)

Please describe the Sites used by your AMO and their type(s) of programming (P,E,G).

Site Location (Entity Name, Town)	Frequency of Use (specify #/mo or #/yr)	Number of Programs Cablecast/Year	Type of Use (e.g., Public, Educ, Gov’t)	Cable Operator Providing Site

[Continued next page]

Location of Site (Street Address)	Frequency of Use [Specify # /month or # /year]	Number of Programs Cablecast from Site per Year	Type of Usage (e.g., Public, Educational, Govt.)	Cable Operator (System Hosting Site)

8c. Additional Information - Rule 8.422(C)

Provide Additional Information about your programming (if needed) in narrative form.

9. Complaint Tracking - Rule 8.422(D)

Details of complaints and how your AMO responded to them.

9a. Complaints & Current Status

Summarize the complaints and provide their current status.

10. Facilities Summary/Description of Facilities - Rule 8.422(E)

10a. Depreciation Schedule

Attach your Depreciation Schedule from your IRS Form 990 (long form) or your Fixed Asset Schedule.

10b. Changes in Equipment Inventory/ General Statement of Improvements

Describe generally major changes in equipment inventory during this reporting year.

(A general statement of improvements.)

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11. Organizational Leadership: Rosters of Key Staff & Board [Rule 8.422(F)]

11a. Key Staff as of the end of the Fiscal Year

Position/Job Title	Name

11b. Board Members as of the end of Fiscal Year

Director's Name	Phone Number/ Email Address	Community Affiliation (if stated)

12. Changes in Organizational Structure - Rule 8.422(G)

Detail here any significant changes in organizational structure during the Fiscal Year; for example, bylaws, style of governance, corporate form, dissolution, etc.

13. Planning Considerations - Rule 8.422(K)

In this section, please provide your planning considerations and expectations for how community needs will be identified and met for current and future fiscal years. Include new programs or services you plan to offer over the next 3 years, how those relate to your community's needs and interests, and the process you used to identify those needs and interests. **Note that regulators and the cable operator may regard this section as your PEG Access Plan.**

14. Service Quality Issues - Rule 8.422(L)

Major service quality issues requiring attention of the cable operator or the Vermont Department of Public Service. See INSTRUCTIONS.

15. Financial Documents - Rules 8.422 (H), (I) and (M)

15a. AMO Revenue Report

"The Report shall distinguish between funds provided by the operator as PEG funding and funds obtained from other sources."

Describe the revenue sources the AMO relies upon to support its services.
 (Other Sources of support may include memberships, paid services, interest income, fundraising activities such as grants, annual campaigns, capital campaigns and Non-PEG Services

Operator Funds (Op+Cap+Spike)		Other Revenue Sources (Identify above each amount)				Total Revenue
Cable Operator 1	Cable Operator 2					
\$	\$	\$	\$	\$	\$	\$

15b. AMO Expense Report

"The Report shall clearly distinguish between expenditures that support production and distribution of PEG content to cable television subscribers, and expenditures for other purposes not related to the production and distribution of PEG content to cable television subscribers, if any." List expenses as they apply to each of the AMO's PEG and Non-PEG services.

AMO Services		Operating Expenses	Capital Expenses	Total Expenses
PEG Service		\$	\$	\$
Non-PEG Services		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
Total PEG & Non-PEG Expenses		\$	\$	\$

15c. Statement of Cable Operator Funds

A statement of total Operating and Capital funding received from the operator(s) and whether any funds were carried forward from the prior year. **See Instructions for clarification.**

Funds	Totals
Amount Carried Forward from Prior Year (i.e., budgeted, but not spent or earmarked) *	\$
Total of Operating Funds Received from the Cable Operator in Fiscal Year	\$
Total of Capital Funds Received from the Cable Operator in Fiscal Year (including 'spike')	\$

Amount represents cash-on-hand at end of current fiscal year and includes an Operating Reserve and several Temporarily Restricted Fund Balance project budgets.



Attach hard copies of the following financial documentation:

- a. Income/Expense Statement (a.k.a., Profit & Loss Statement) for this Fiscal Year.
 - b. Balance Sheet on the final day of the Fiscal Year (listing assets & liabilities).
 - c. Current year Operating and Capital Budgets.
 - d. Annual Tax Return (990 or 990-EZ). If necessary, file as an addendum to this Report within 30 days of filing with the IRS.
 - e. Audit or Financial Review prepared during the Fiscal Year (if any).
-

Statement of Certification

I _____ (print/type name) hereby certify that

_____ (name of AMO)

is (or has a parent organization that is) a non-profit organization in good standing with the State of Vermont (i.e., has filed a nonprofit biennial report in a timely manner) and maintains the following documents on our premises that are available to the public upon request:

- Bylaws or other governing documents
- Rules and operating procedures
- Complaint and dispute resolution procedures
- Contract(s) with Cable Operator(s)
- Evidence of conducting meetings consistent with Open Meeting Law

Signature

Witness Name (Print/Type)

Date

Witness Signature

Lake Champlain Access TV
Balance Sheet
December 31, 2015

ASSETS

Current Assets		
Capital Money Market Account	\$	23,023.75
Operating Checking Account		16,766.59
Operating Money Market Account		318,058.61
Power Acct & CD's		146,309.46
Savings & Other Cash Accounts		2,903.37
		<hr/>
Total Cash Accounts		507,061.78
		<hr/>
Total Current Assets		507,061.78
Property and Equipment		
Studio & Production Equipment		404,456.91
Accum.Depr-Studio Equipment		(360,736.35)
Office Equipment		(306.00)
Accum. Deprec-Office Equipment		(586.91)
Leasehold Improvements		180,117.50
Amort-Leasehold Improvements		(90,059.75)
Vehicles		68,643.52
AccumDeprec/Vehicles		(68,643.52)
		<hr/>
Total Property and Equipment		132,885.40
Other Assets		
Security Deposit		2,406.00
		<hr/>
Total Other Assets		2,406.00
		<hr/>
Total Assets	\$	<u><u>642,353.18</u></u>

LIABILITIES AND FUND BALANCE

Current Liabilities		
State W/H Payable	\$	2,271.79
VT Unemp Taxes Payable		221.02
		<hr/>
Total Current Liabilities		2,492.81
Long-Term Liabilities		
		<hr/>
Total Long-Term Liabilities		0.00
		<hr/>
Total Liabilities		2,492.81
Fund Balance		
Fund Balance-Operating		217,530.99
Fund Balance-Capital		178,594.41
Operating Reserve		147,350.00
Digital Media Program Reserve		15,000.00
Net Income		81,384.97
		<hr/>
Total Fund Balance		639,860.37
		<hr/>
Total Liabilities & Fund Balance	\$	<u><u>642,353.18</u></u>

Lake Champlain Access TV
Income Statement-Capital Expenditures
 For the Twelve Months Ending December 31, 2015

	Current Month Actual	Year to Date Actual	Year to Date Budget	Variance
Revenues				
Transfer from Oper. to Capital	\$ 0.00	0.00	\$ 52,000.00	(52,000.00)
Capital Revenue-Cable TV	0.00	53,699.78	0.00	53,699.78
Total Revenues	0.00	53,699.78	52,000.00	1,699.78
Expenses				
Equipment Maintenance & Repair	0.00	488.50	3,000.00	(2,511.50)
Mobile Video Lab Maint.	0.00	1,227.43	0.00	1,227.43
Technical Supplies	44.90	4,749.15	8,000.00	(3,250.85)
Vehicle Insurance	0.00	1,129.00	1,300.00	(171.00)
Vehicle Expenses	0.00	327.49	1,000.00	(672.51)
Depreciation Expense	59,517.75	59,517.75	0.00	59,517.75
Field Production Equipment	0.00	4,174.30	16,020.00	(11,845.70)
Studio Upgrade	0.00	457.28	3,700.00	(3,242.72)
Capital Miscellaneous	0.00	59.00	0.00	59.00
System Upgrades	0.00	2,935.14	13,000.00	(10,064.86)
Website Upgrade	0.00	1,320.00	0.00	1,320.00
Total Expenses	59,562.65	76,385.04	46,020.00	30,365.04
Net Income	\$ (59,562.65)	(22,685.26)	\$ 5,980.00	(28,665.26)

Lake Champlain Access TV
Income Statement-Operations
 For the Twelve Months Ending December 31, 2015

	Current Month Actual	Year to Date Actual	Year to Date Budget	Variance
Revenues				
Oper. Revenue-Cable TV	\$ 0.00	536,998.09	\$ 520,000.00	16,998.09
Dubbing/DVD's Income	495.69	4,545.38	3,800.00	745.38
Other Income	0.00	2,792.75	0.00	2,792.75
Donation Income	0.00	375.00	250.00	125.00
Summer/Winter Camp Income	264.00	1,232.00	700.00	532.00
Interest Income	233.58	1,272.55	800.00	472.55
Total Revenues	993.27	547,215.77	525,550.00	21,665.77
Operating Expenses				
Compensation	27,569.19	272,585.32	283,250.00	(10,664.68)
Employer FICA Expense	2,109.07	20,852.07	21,630.00	(777.93)
Unemployment Taxes	89.84	1,660.40	2,000.00	(339.60)
Health Insurance	2,565.65	29,728.50	32,600.00	(2,871.50)
Dental Insurance	294.00	3,185.00	0.00	3,185.00
Pension Expense	534.66	4,653.55	5,400.00	(746.45)
Legal & Other Professional Fees	0.00	0.00	2,500.00	(2,500.00)
Other Professional Fees	0.00	770.00	0.00	770.00
Accounting Fees	535.50	6,403.75	10,000.00	(3,596.25)
Bank Fees	0.00	37.54	110.00	(72.46)
Office Rent	3,685.95	43,516.40	44,100.00	(583.60)
Facilities Maintenance	0.00	10.00	3,000.00	(2,990.00)
Office Cleaning	185.00	2,220.00	0.00	2,220.00
Equipment Lease	0.00	62.00	0.00	62.00
Office Supplies	702.49	3,925.63	5,000.00	(1,074.37)
Blank Video Media	0.00	964.82	1,250.00	(285.18)
Copying Expense	94.19	312.82	500.00	(187.18)
Dues & Subscriptions	0.00	8,505.05	3,050.00	5,455.05
Postage & Handling	107.40	837.30	1,100.00	(262.70)
Telephone Expense	153.70	1,983.69	2,000.00	(16.31)
Utilities	860.92	9,998.63	10,000.00	(1.37)
Workers Comp Insurance	0.00	2,479.00	3,000.00	(521.00)
Business Insurance	0.00	3,965.00	5,500.00	(1,535.00)
Internet Access Fees	905.84	6,120.04	5,000.00	1,120.04
Advertising Expense	618.00	7,578.69	5,500.00	2,078.69
Educational Development	0.00	385.00	5,000.00	(4,615.00)
Meals & Entertainment	788.99	1,278.44	1,500.00	(221.56)
Travel Expense	2,150.92	9,076.90	7,000.00	2,076.90
Contribution	0.00	50.00	300.00	(250.00)
Total Operating Expenses	43,951.31	443,145.54	460,290.00	(17,144.46)
Net Income	\$ (42,958.04)	104,070.23	\$ 65,260.00	38,810.23

Lake Champlain Access TV
Income Statement-Total Station
 For the Twelve Months Ending December 31, 2015

	Year to Date Actual	Year to Date Budget	Variance
<u>Revenues</u>			
Transfer from Oper. to Capital	0.00	\$ 52,000.00	(52,000.00)
Oper. Revenue-Cable TV	536,998.09	520,000.00	16,998.09
Capital Revenue-Cable TV	53,699.78	0.00	53,699.78
Dubbing/DVD's Income	4,545.38	3,800.00	745.38
Other Income	2,792.75	0.00	2,792.75
Donation Income	375.00	250.00	125.00
Summer/Winter Camp Income	1,232.00	700.00	532.00
Interest Income	1,272.55	800.00	472.55
Total Revenues	600,915.55	577,550.00	23,365.55
<u>Operating Expenses</u>			
Compensation	272,585.32	283,250.00	(10,664.68)
Employer FICA Expense	20,852.07	21,630.00	(777.93)
Unemployment Taxes	1,660.40	2,000.00	(339.60)
Health Insurance	29,728.50	32,600.00	(2,871.50)
Dental Insurance	3,185.00	0.00	3,185.00
Pension Expense	4,653.55	5,400.00	(746.45)
Legal & Other Professional Fees	0.00	2,500.00	(2,500.00)
Other Professional Fees	770.00	0.00	770.00
Accounting Fees	6,403.75	10,000.00	(3,596.25)
Bank Fees	37.54	110.00	(72.46)
Office Rent	43,516.40	44,100.00	(583.60)
Facilities Maintenance	10.00	3,000.00	(2,990.00)
Equipment Maintenance & Repair	488.50	3,000.00	(2,511.50)
Office Cleaning	2,220.00	0.00	2,220.00
Mobile Video Lab Maint.	1,227.43	0.00	1,227.43
Equipment Lease	62.00	0.00	62.00
Technical Supplies	4,749.15	8,000.00	(3,250.85)
Office Supplies	3,925.63	5,000.00	(1,074.37)
Blank Video Media	964.82	1,250.00	(285.18)
Copying Expense	312.82	500.00	(187.18)
Dues & Subscriptions	8,505.05	3,050.00	5,455.05
Postage & Handling	837.30	1,100.00	(262.70)
Telephone Expense	1,983.69	2,000.00	(16.31)
Utilities	9,998.63	10,000.00	(1.37)
Workers Comp Insurance	2,479.00	3,000.00	(521.00)
Vehicle Insurance	1,129.00	1,300.00	(171.00)
Business Insurance	3,965.00	5,500.00	(1,535.00)
Vehicle Expenses	327.49	1,000.00	(672.51)
Internet Access Fees	6,120.04	5,000.00	1,120.04
Advertising Expense	7,578.69	5,500.00	2,078.69
Educational Development	385.00	5,000.00	(4,615.00)
Meals & Entertainment	1,278.44	1,500.00	(221.56)
Travel Expense	9,076.90	7,000.00	2,076.90
Depreciation Expense	59,517.75	0.00	59,517.75
Contribution	50.00	300.00	(250.00)
Field Production Equipment	4,174.30	16,020.00	(11,845.70)
Studio Upgrade	457.28	3,700.00	(3,242.72)
Capital Miscellaneous	59.00	0.00	59.00
System Upgrades	2,935.14	13,000.00	(10,064.86)
Website Upgrade	1,320.00	0.00	1,320.00

Lake Champlain Access TV
Income Statement-Total Station
For the Twelve Months Ending December 31, 2015

	Year to Date Actual	Year to Date Budget	Variance
Total Operating Expenses	519,530.58	506,310.00	13,220.58
Net Income	<u>81,384.97</u>	<u>\$ 71,240.00</u>	<u>10,144.97</u>

FISCAL YEAR 01/01/2015-12/31/2015
Adjusted for Depreciation

	Operating Account	Capital/Outreach Account	Total Operation
Cash	484,038.03	23,023.75	507,061.78
Net Property & Equipment	0.00	132,885.40	132,885.40
Bldg/Security Deposit	2,406.00	0.00	2,406.00
Total Assets	486,444.03	155,909.15	642,353.18
Payroll Taxes Payable	2,492.81	0.00	2,492.81
Fund Balance-Regular	217,530.99	178,594.41	396,125.40
Operating Reserve	147,350.00	0.00	147,350.00
Digital Media Reserve	15,000.00	0.00	15,000.00
Current Year Net Income	104,070.23	(22,685.26)	81,384.97
Total Liabilities & Fund Balance	486,444.03	155,909.15	642,353.18

MGV Associates
04/02/2016

Depreciation Detail Listing

Program Services
For your records only

2015
PAGE 1

* Item was disposed
of during current year.

Name(s) as shown on return

Social security number/EIN
03-0340350

LAKE CHAMPLAIN ACCESS TV

No.	Description	Date	Cost	Salvage	Business percentage	Section 179	Depreciation Basis	Life	Method	Rate	Current depr.	Accumulated Depreciation	Prior expense	Bonus depreciation	AMT Current
1	EQUIP PRIOR TO 10/31/		31,829		100.00			0 5		0		31,829			
2	EQUIPMENT	11192001	17,421		100.00		17,421 5			0		17,421			
3	EQUIPMENT	03182002	1,301		100.00		1,301 5			0		1,301			
4	EQUIPMENT	04012002	411		100.00		411 5			0		411			
5	OFFICE EQUIPMENT	11192001	525		100.00		525 5			0		525			
6	EQUIPMENT	09302003	12,358		100.00		12,358 5			0		12,358			
7	OFFICE EQUIPMENT	09302003	11,246		100.00		11,246 5			0		11,246			
8	EQUIPMENT	09302004	23,145		100.00		23,145 5			0		23,145			
9	OFFICE EQUIPMENT	09302004	2,942		100.00		2,942 5			0		2,942			
10	CHANNEL 16 EQUIPMENT		34,049		100.00			0 5		0		34,049			
11	DV CAMCORDER	09302005	7,778		100.00		7,778 5			0		7,778			
12	PRO DVD	05272005	1,736		100.00		1,736 5			0		1,736			
13	VIDEO MIXER	05062005	1,848		100.00		1,848 5			0		1,848			
14	PANASONIC CAMCORDER	02142005	5,176		100.00		5,176 5			0		5,176			
15	4 MIC CARDIOD	02142005	964		100.00		964 5			0		964			
16	APPLE COMPUTER	10282004	3,147		100.00		3,147 5			0		3,147			
17	DELL MONITOR	03012005	450		100.00		450 5			0		450			
18	DELL COMPUTER	05272005	1,516		100.00		1,516 5			0		1,516			
19	VAN	09302005	68,644		100.00		68,644 5			0		68,644			
20	EQUIPMENT	09302006	40,008		100.00		40,008 5			0		40,008			
21	VIDEO CONTROL SYSTEM	11132006	6,144		100.00		6,144 5			0		6,144			
22	NEXUS DIGITAL SERVER/	04062007	8,575		100.00		8,575 5			0		8,575			
23	3 ALUM TRIPODS	03022007	1,935		100.00		1,935 5			0		1,935			
24	PORTABLE DISC RECORDR	03022007	1,635		100.00		1,635 5			0		1,635			
25	SONY DVCCAM PORTABLE	04272007	4,586		100.00		4,586 5			0		4,586			
26	ADOBE SOFTWARE	01262007	715		100.00		715 3			0		715			
27	DELL COMPUTER	01262007	1,880		100.00		1,880 5			0		1,880			
28	WORKSPACE SYSTEM	03162007	1,166		100.00		1,166 7			0		1,166			
29	APPLE MAC TIGER FAMILI	03312007	1,484		100.00		1,484 3			0		1,484			
30	STATION SIGN	11212000	403		100.00		403 5			0		403			

Depreciation Detail Listing

Program Services

For your records only

2015

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* Item was disposed of during current year.

Name(s) as shown on return

LAKE CHAMPLAIN ACCESS TV

Social security number/EIN

03-0340350

No.	Description	Date	Cost	Salvage	Business percentage	Section 179	Depreciation Basis	Life	Method	Rate	Current depr.	Accumulated Depreciation	Prior expense	Bonus depreciation	AMT Current
31	SHURE AUDIO MIXED	02012008	1,216		100.00		1,216	5		0		1,216			
32	J 851R BOUNDARY MIKES	02082008	459		100.00		459	5		0		459			
33	SONY WIRELESS MIKE AD	02222008	488		100.00		488	5		0		488			
34	DELL PC & EDIT SOFTWARE	03212008	2,510		100.00		2,510	3		0		2,510			
35	SONY WIRELESS MIKE AD	04182008	492		100.00		492	5		0		492			
36	EDITING SOFTWARE-CS3	10242008	3,024		100.00		3,024	3		0		3,024			
37	FLAT SCREEN MONITOR	10242008	349		100.00		349	5		0		349			
38	9 NERO MINI-BOX-EDIT	11212008	762		100.00		762	3		0		762			
39	SONY MINI-DV CAM CAMCO	03252008	2,967		100.00		2,967	5		0		2,967			
40	DELL LATITUDE-BURNHAM	03102008	2,503		100.00		2,503	5		0		2,503			
41	IN FOCUS IN24 PROJ-BU	04262008	598		100.00		598	5		0		598			
42	SONY 3CCD CAMCORDER-N	06302008	3,143		100.00		3,143	5		0		3,143			
43	DELL M6300 PC MILTON	08022008	2,221		100.00		2,221	5		0		2,221			
44	BOGEN TRIPOD SYSTEM	06302008	509		100.00		509	5		0		509			
45	PORTABLE FIRESTORE HA	02272009	1,898		100.00		1,898	5		0		1,898			
46	LOWEL LIGHT DV CREATO	02272009	1,525		100.00		1,525	5		0		1,525			
47	2 BLONDER TONGUE SUBS	02272009	1,560		100.00		1,560	5		0		1,560			
48	2 LINK VIDEO PROCESSI	03272009	4,700		100.00		4,700	5		0		4,700			
49	SYMETRIX 322 AUDIO PR	05292009	1,480		100.00		1,480	5		0		1,480			
50	BOGEN TRIPOD W/CASE	05202009	489		100.00		489	5		0		489			
51	SONY DV CAMCORDER DSR	05202009	3,065		100.00		3,065	5		0		3,065			
52	DELL LAPTOP GEORGIA I	06012009	2,031		100.00		2,031	5		0		2,031			
53	STORAGE CABINET GEORG	06012009	573		100.00		573	7	SL	14.28%	82	533			82
54	FIIIC EQUIP XPS 420 IN	02162009	2,029		100.00		2,029	5		0		2,029			
55	PC AND SPEAKERS STUDI	04172009	2,389		100.00		2,389	5		0		2,389			
56	SYSTEM UPGRADE/AZIMUT	03192010	1,337		100.00		1,337	5	SL	20	135	1,337			135
57	3 ENG 75/2 D TRIPODS	04022010	6,104		100.00		6,104	5	SL	20	610	6,104			610
58	5 SHORT SHOTGUN MICRO	04022010	990		100.00		990	5	SL	20	99	990			99
59	6 BOGEN LANC ZOOM CON	04022010	1,440		100.00		1,440	5	SL	20	144	1,440			144
60	CAMCORDER SER#S01-011	04022010	5,612		100.00		5,612	5	SL	20	563	5,612			563

Depreciation Detail Listing

Program Services
For your records only

2015
PAGE 3

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of during current year.

Name(s) as shown on return

Social security number/EIN
03-0340350

LAKE CHAMPLAIN ACCESS TV

No.	Description	Date	Cost	Salvage	Business percentage	Section 179	Depreciation Basis	Life	Method	Rate	Current depr.	Accumulated Depreciation	Prior expense	Bonus depreciation	AMT Current
61	UPS XL 3000VA RM 3U 1	08202010	1,472		100.00		1,472	5	SL	20	149	1,472			149
62	PELEX 5 COACH WIRELES	08202010	3,198		100.00		3,198	5	SL	20	318	3,198			318
63	5 TELEX HEADPHONES W/	08202010	975		100.00		975	5	SL	20	97	975			97
64	L20V SURGE PROT BATTB	01042011	1,406		100.00		1,406	5	SL	20	281	1,265			281
65	DUAL RACKMOUNT COLOR	01282011	2,144		100.00		2,144	5	SL	20	429	1,930			429
66	3 SONY SXCAM VIDEO CA	02252011	11,997		100.00		11,997	5	SL	20	2,399	10,796			2,399
67	DESK SIDE RACK	07292011	929		100.00		929	5	SL	20	186	837			186
68	FIX SD SWITCHER AND	09022011	20,505		100.00		20,505	5	SL	20	4,101	18,455			4,101
69	BASE STATION BELT PAG	09022011	1,049		100.00		1,049	5	SL	20	210	945			210
70	SAMSUNG 46 INCH LCD M	09232011	889		100.00		889	5	SL	20	178	801			178
71	TRIPOD KIT	09232011	5,550		100.00		5,550	5	SL	20	1,110	4,995			1,110
72	SACHTLER DOLLY	09232011	1,699		100.00		1,699	5	SL	20	340	1,530			340
73	3 77 INCH RACKS	11182011	4,256		100.00		4,256	5	SL	20	851	3,830			851
74	MONITOR PRINTER SOFT	02172011	1,532		100.00		1,532	5	SL	20	306	1,377			306
75	4 SMART BUY ELITEBOO	03262013	6,274		100.00		6,274	5	SL	20	1,255	3,137			1,255
76	SMART BUY Z220 SFF W	03262013	824		100.00		824	5	SL	20	165	412			165
77	SONY DIGITAL HD VIDE	04192013	3,826		100.00		3,826	5	SL	20	765	1,913			765
78	SONY FLASH MEMORY RE	04192013	669		100.00		669	5	SL	20	134	335			134
79	SACHTLER TRIPOD SYSTE	04192013	1,075		100.00		1,075	5	SL	20	215	538			215
80	VIDEO EDITING COMPUTE	06202013	1,542		100.00		1,542	5	SL	20	308	770			308
81	HXR-NX5U USED CAMERA	01012013	3,000		100.00		3,000	5	SL	20	600	2,100			600
82	EQUIPMENT RACKS	01012013	6,731		100.00		6,731	5	SL	20	1,346	4,711			1,346
83	2 Z210 EDITING COMPUT	01012013	2,852		100.00		2,852	5	SL	20	570	1,995			570
84	Z210 COMPUTER-BUDDY	01012013	1,311		100.00		1,311	5	SL	20	262	917			262
85	4300 SPFF133 4GD DVD	01012013	1,050		100.00		1,050	5	SL	20	210	735			210
86	LHI CREEK FARM BLDG	07012013	180,118		100.00		180,118	5	SL	20	36,024	90,060			36,024
87	LEIGHTRONIX NEXUS VI	01222014	1,213		100.00		1,213	5	SL	20	243	364			243
88	OPTICAL TRANSPORT EQ	01302014	5,605		100.00		5,605	5	SL	20	1,121	1,682			1,121
89	STUDIO CURTAIN	02132014	2,235		100.00		2,235	5	SL	20	447	671			447
90	AS WALL HANGING SYSTE	03172014	2,764		100.00		2,764	5	SL	20	553	829			553

Depreciation Detail Listing

Program Services
For your records only

2015

PAGE 4

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Name(s) as shown on return

LAKE CHAMPLAIN ACCESS TV

Social security number/EIN

03-0340350

No.	Description	Date	Cost	Salvage	Business percentage	Section 179	Depreciation Basis	Life	Method	Rate	Current depr.	Accumulated Depreciation	Prior expense	Bonus depreciation	AMT Current			
91	LINK ELECTRONICS VIDE	03202014	2,527		100.00		2,527	5	SL	20	505	758			505			
92	APC SMART UPS X3000VA	03202014	1,499		100.00		1,499	5	SL	20	300	450			300			
93	SYMETRIX APP CONFIGUR	03202014	979		100.00		979	5	SL	20	196	294			196			
94	RK WORKSTATION	05152014	1,063		100.00		1,063	5	SL	20	213	319			213			
95	ROSE BRAND IFR STUDIO	03262015	2,190		100.00		2,190	5	SL	10	219	219			219			
96	2 SONY WIRELESS MIC	03262015	1,694		100.00		1,694	5	SL	10	169	169			169			
97	2 SHURE 4 CHANNEL MIF	03262015	1,397		100.00		1,397	5	SL	10	140	140			140			
98	4 CANON PRO HD CAMCO	05072015	5,956		100.00		5,956	5	SL	10	596	596			596			
99	4 THINKSTATION P300	05142015	3,743		100.00		3,743	5	SL	10	374	374			374			
													23187.75					
													306					
													36024					
													59,518	520,334				59,518
Totals																		

Land Amount

653,218

587,340

520,334

59,518

ST ADJ:

**Lake Champlain Access TV
General Ledger**

For the Period From Jan 1, 2015 to Dec 31, 2015

Filter Criteria includes: 1) IDs from 1330 to 1337. Report order is by ID. Report is printed with Hide Period Subtotals on Multi-Period Report and in Detail Format.

Account ID Account Description	Date	Referen	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
1330 Studio & Production E	1/1/15			Beginning Balance			389,478.47
	3/26/15	10026	CDJ	Access A-V - Rose Brand IFR Studio CYC, Drapes	2,190.00		
	3/26/15	10026	CDJ	Access A-V - Sony Wireless Mic System/Case (2)	1,694.00		
	3/26/15	10026	CDJ	Access A-V - Shure 4 Channel Mixer (2)	1,396.00		
	5/7/15	10051	CDJ	Access A-V - (4) @ \$1489 Canon Professional HD Camcorders	5,956.00		
	5/14/15	10056	CDJ	P C Connection - Thinkstation P300 harddrive (4) Change	3,742.44 14,978.44		14,978.44
	12/31/15			Ending Balance			404,456.91
1331 Accum.Depr-Studio Eq	1/1/15			Beginning Balance			-337,548.60
	12/31/15			Ending Balance			-337,548.60
1333 Accum. Deprec-Office	1/1/15			Beginning Balance			-586.91
	12/31/15			Ending Balance			-586.91
1334 Leasehold Improvemen	1/1/15			Beginning Balance			180,117.50
	12/31/15			Ending Balance			180,117.50
1335 Amort-Leasehold Impr	1/1/15			Beginning Balance			-54,035.75
	12/31/15			Ending Balance			-54,035.75
1336 Vehicles	1/1/15			Beginning Balance			68,643.52
	12/31/15			Ending Balance			68,643.52
1337 AccumDeprec/Vehicles	1/1/15			Beginning Balance			-68,643.52
	12/31/15			Ending Balance			-68,643.52



PLANNING CONSIDERATIONS - 2016-2018

(Per Rule 8 Annual Report 13. Planning Considerations - 8.422K)

2016

ANTICIPATED COMMUNITY NEEDS

- Begin HD studio and server upgrades with a goal of end-of-year completion.
- Institute changes to the use of the Mobile Video Lab and corresponding projects.
- Continue to explore increase coverage in service areas to include new meetings and additional community events.
- Continue to strengthen relationships with St. Michael's College and Elley-Long Music Center.
- Explore the development of a community affairs program in collaboration with a variety of regional collaborators.
- Maintain the percentage of LCATV volunteer-produced programming and increase in-studio live and recorded programming.
- Institute a system for an accessible archive of LCATV past and future programming.
- Engage in new collaborations with schools, youth centers, family centers or other related organizations in educational programming activities.
- Explore and begin instituting LCATV as a community sponsor of local events to increase the organization's visibility and strengthen partnerships.
- Continue the integration and use of Facebook, Front Porch Forum and other appropriate communication technologies/applications into our operations and website.
- Maintain our Operating Reserve fund at 50% of the average of the previous three year's operating budgets.

MEASUREMENT OF COMMUNITY NEEDS

- Solicit for and publicize training sessions by bulletin board and ad placements and other means.
- Meet with local boards, municipal leaders and organizations to gauge progress and look to areas of improvement.
- Continually refer to the results of community needs assessment and long-range strategic plan.
- Work within the organization on a Board level to discover new ways to partner with member communities.
- Conversations with our membership: fielding comments and questions and eliciting opinions from those we serve.
- Beginning implementation of an outreach assessment program that incorporates a review of community needs, interviews, surveys and meetings with civic leaders in preparation for AMO contract renewal with cable operator.

MEETING COMMUNITY NEEDS

- Continue the research, planning and fund allocation and begin the research and training that will allow for our facility to adopt currently emerging technologies.
- Further explore new LCATV coverage opportunities and explore methods of promoting volunteer involvement and increasing producer-driven content.
- Control budget and expenditures to facilitate long-term goals for maintaining our Operating Reserve and funding special capital projects.
- Review capabilities of the LCATV website and expand/modify them if necessary.
- Review our comprehensive PEG Access Plan and revise our planning considerations while beginning work on a new Access Plan.
- Evaluate achievement of previous year's objectives.

FY 2016 OPERATING BUDGET:

EXPENSE	2016 BUDGET
Labor Compensation	\$283,550.00
Payroll Taxes	\$ 21,850.00
Unemployment Taxes	\$ 2,400.00
Health/Dental Insurance	\$ 28,450.00
Workers Comp. Insurance	\$ 2,800.00
Accounting Fees	\$ 8,500.00
Legal/Professional Fees	\$ 2,500.00
Telephone	\$ 2,250.00
Internet	\$ 6,500.00
Utilities	\$ 12,000.00
Bank Fees	\$ 100.00
Office Supplies	\$ 4,000.00
Dues & Subscriptions	\$ 8,500.00
Postage	\$ 1,000.00
Advertising & Promotion	\$ 5,500.00
Meals & Entertainment	\$ 1,750.00
Travel	\$ 8,000.00
Printing & Copying	\$ 500.00
Contributions	\$ 300.00
Educational Development	\$ 5,000.00
Pension Expense	\$ 5,500.00
Business Insurance	\$ 5,000.00
Facilities Rent	\$ 44,855.00
Facilities Maintenance	\$ 3,000.00
Blank Video Media	\$ 1,250.00
Total Expenses	\$465,055.00

FY 2016 CAPITAL BUDGET:

EXPENSE	2016 BUDGET
Auto Insurance	\$ 1,300.00
Auto Maintenance & Repairs	\$ 7,700.00
Equipment Maintenance/Repairs	\$ 2,000.00
Technical Supplies	\$ 7,000.00
Field Production Equipment	\$17,000.00
Facility Upgrades	\$ -
System Upgrades	\$ 5,500.00
Studio Upgrade	\$ -
Total Expenses	\$40,500.00

CAPITAL EXPENDITURES

Equipment, facility and vehicle maintenance and repairs; purchase of various technical items (cables, replacement parts, etc.); two HD field mixers for live mixing and streaming community events, as well as necessary cabling; a vinyl rewrap of LCATV's Mobile Video Lab; 12 education licenses for the Adobe Creative Cloud suite of post-production software.

2017

ANTICIPATED COMMUNITY NEEDS

- Begin implementation of the second stage of LCATV's studio fit-up, including the addition of a lighting to set elements to create a green screen studio, audio upgrade, and additional sound-proofing.
- Begin the replacement of staff field production equipment for the production of community meetings and events.
- Continue to explore increase coverage in service area to include new meetings and additional community events.
- Continue to strengthen relationships with St. Michael's College and Elley-Long Music Center.
- Maintain the percentage of LCATV volunteer-produced programming and increase in-studio live and recorded programming.
- Engage in new collaborations with schools, youth centers, family centers or other related organizations in educational programming activities.
- Continue the integration and use of Facebook, Front Porch Forum and other appropriate communication technologies/applications into our operations and website.
- Maintain our Operating Reserve fund.

MEASUREMENT OF COMMUNITY NEEDS

- Solicit for and publicize training sessions by bulletin board and ad placements and other means.
- Meet with local boards, municipal leaders and organizations to gauge progress and look to areas of improvement.
- Continually refer to the results of community needs assessment and long-range strategic plan.
- Work within the organization on a Board level to discover new ways to partner with member communities.
- Conversations with our membership: fielding comments and questions and eliciting opinions from those we serve.
- Conclude outreach assessment program that incorporates a review of community needs, interviews, surveys and meetings with civic leaders and enter into AMO contract renewal process with cable operator.

MEETING COMMUNITY NEEDS

- Continue the research, planning and fund allocation and begin the research and training that will allow for our facility to adopt currently emerging technologies.
- Further explore new LCATV coverage opportunities and explore methods of promoting volunteer involvement and increasing producer-driven content.
- Control budget and expenditures to facilitate long-term goals for maintaining our Operating Reserve and funding special capital projects.
- Review capabilities of the LCATV website and expand/modify them if necessary.
- Draft a new comprehensive PEG Access Plan and to guide LCATV's work for a number of years.
- Evaluate achievement of previous year's objectives.

FY 2017 OPERATING BUDGET:

EXPENSE	2015 BUDGET
Labor Compensation	\$292,000.00
Payroll Taxes	\$ 22,500.00
Unemployment Taxes	\$ 2,500.00
Health/Dental Insurance	\$ 29,300.00
Workers Comp. Insurance	\$ 2,900.00
Accounting Fees	\$ 8,800.00
Legal/Professional Fees	\$ 7,500.00
Telephone	\$ 2,300.00
Internet	\$ 6,700.00
Utilities	\$ 12,400.00
Bank Fees	\$ 110.00
Office Supplies	\$ 4,150.00
Dues & Subscriptions	\$ 6,000.00
Postage	\$ 1,050.00
Advertising & Promotion	\$ 5,700.00
Meals & Entertainment	\$ 1,800.00
Travel	\$ 8,250.00
Printing & Copying	\$ 550.00
Contributions	\$ 400.00
Educational Development	\$ 5,000.00
Pension Expense	\$ 5,750.00
Business Insurance	\$ 5,150.00
Facilities Rent	\$ 46,000.00
Facilities Maintenance	\$ 3,100.00
Blank Video Media	\$ 1,000.00
Total Expenses	\$480,910.00

FY 2017 CAPITAL BUDGET:

EXPENSE	2015 BUDGET
Auto Insurance	\$ 1,350.00
Auto Maintenance & Repairs	\$ 2,000.00
Equipment Maintenance/Repairs	\$ 4,000.00
Technical Supplies	\$ 8,000.00
Field Production Equipment	\$12,000.00
Facility Upgrades	\$ 1,000.00
System Upgrades	\$ 8,500.00
Studio Upgrade	\$ 5,000.00
Total Expenses	\$41,850.00

ANTICIPATED CAPITAL EXPENDITURES

Equipment, facility and vehicle maintenance and repairs; purchase of various technical items (cables, replacement parts, etc.); replacements for editing PCs and renewal of software licenses; begin upgrade of staff field production camcorders and peripheral equipment; begin second stage of studio fit-up.

2018

ANTICIPATED COMMUNITY NEEDS

- Continue/conclude the second stage of LCATV's studio fit-up, including the addition of a lighting to set elements to create a green screen studio, audio upgrade, and additional sound-proofing.
- Continue/conclude the replacement of staff field production equipment for the production of community meetings and events.
- Continue to explore increase coverage in service area to include new meetings and additional community events.
- Continue to strengthen relationships with St. Michael's College and Elley-Long Music Center.
- Maintain the percentage of LCATV volunteer-produced programming and increase in-studio live and recorded programming.
- Engage in new collaborations with schools, youth centers, family centers or other related organizations in educational programming activities.
- Continue the integration and use of Facebook, Front Porch Forum and other appropriate communication technologies/applications into our operations and website.
- Maintain our Operating Reserve fund.

MEASUREMENT OF COMMUNITY NEEDS

- Solicit for and publicize training sessions by bulletin board and ad placements and other means.
- Meet with local boards, municipal leaders and organizations to gauge progress and look to areas of improvement.
- Continually refer to the results of community needs assessment and long-range strategic plan.
- Work within the organization on a Board level to discover new ways to partner with member communities.
- Conversations with our membership: fielding comments and questions and eliciting opinions from those we serve.
- Analysis of the recent outreach assessment program, revised PEG Access Plan, and renewed cable operator contract to determine what the priorities capacities of the organization are in the coming years

MEETING COMMUNITY NEEDS

- Continue the research, planning and fund allocation and begin the research and training that will allow for our facility to adopt currently emerging technologies.
- Further explore new LCATV coverage opportunities and explore methods of promoting volunteer involvement and increasing producer-driven content.
- Control budget and expenditures to facilitate long-term goals for maintaining our Operating Reserve and funding special capital projects.
- Determine what the aforementioned long-term capital projects are and how best to structure them in terms of community need, organizational capacity, and financial planning.
- Review capabilities of the LCATV website and expand/modify them if necessary.
- Evaluate achievement of previous year's objectives.

FY 2018 OPERATING BUDGET:

EXPENSE	2015 BUDGET
Labor Compensation	\$300,700.00
Payroll Taxes	\$ 23,200.00
Unemployment Taxes	\$ 2,600.00
Health/Dental Insurance	\$ 30,200.00
Workers Comp. Insurance	\$ 3,000.00
Accounting Fees	\$ 9,100.00
Legal/Professional Fees	\$ 5,000.00
Telephone	\$ 2,400.00
Internet	\$ 6,900.00
Utilities	\$ 12,800.00
Bank Fees	\$ 115.00
Office Supplies	\$ 4,300.00
Dues & Subscriptions	\$ 6,000.00
Postage	\$ 1,100.00
Advertising & Promotion	\$ 5,700.00
Meals & Entertainment	\$ 1,900.00
Travel	\$ 8,500.00
Printing & Copying	\$ 575.00
Contributions	\$ 500.00
Educational Development	\$ 5,000.00
Pension Expense	\$ 6,000.00
Business Insurance	\$ 5,300.00
Facilities Rent	\$ 47,150.00
Facilities Maintenance	\$ 3,200.00
Blank Video Media	\$ 500.00
Total Expenses	\$491,740.00

FY 2018 CAPITAL BUDGET:

EXPENSE	2015 BUDGET
Auto Insurance	\$ 1,400.00
Auto Maintenance & Repairs	\$ 2,100.00
Equipment Maintenance/Repairs	\$ 4,500.00
Technical Supplies	\$ 8,500.00
Field Production Equipment	\$12,000.00
Facility Upgrades	\$ 1,000.00
System Upgrades	\$ 8,500.00
Studio Upgrade	\$ 5,000.00
Total Expenses	\$43,000.00

ANTICIPATED CAPITAL EXPENDITURES

Equipment, facility and vehicle maintenance and repairs; purchase of various technical items (cables, replacement parts, etc.); replacements for editing PCs and renewal of software licenses; complete upgrade of staff field production camcorders and peripheral equipment; continue second stage of studio fit-up.

LCATV TEMPORARILY RESTRICTED FUND BALANCE BUDGET GOALS
2016 - 2018

(Represents planned and anticipated uses for the current Temporarily Restricted Fund Balance and future Fund Balance accumulation.)

CATEGORY	AMOUNT
Operating Reserve	\$227,400.00
High-Definition Upgrades	\$149,750.00
Outreach Programs	\$ 10,000.00
TOTAL	\$387,150.00

OPERATING RESERVE

- Represents half of the average of prior three years' operating budgets.

HIGH-DEFINITION STUDIO & VIDEO SERVER SYSTEM UPGRADES

- Approved Budget:

QTY	ITEM	PRICE	TOTAL
1	Studio Control Upgrade	\$15,000.00	\$ 15,000.00
3	Studio Camera Package	\$14,300.00	\$ 43,500.00
3	Tripod System	\$ 4,800.00	\$ 14,400.00
1	Server System	\$56,000.00	\$ 56,000.00
2	Teleprompter System	\$ 1,800.00	\$ 3,600.00
1	Website Integration	\$10,000.00	\$ 10,000.00
1	NAS Storage System	\$ 7,250.00	\$ 7,250.00
	Total Expenses		\$149,750.00

OUTREACH PROGRAMS

- Mobile Video Lab collaborations
- Digital Media Program library partnerships