

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, April 23, 2018

1. **The meeting convened at 4:00pm with the following members present; Drew Totten, Lindy Lynch, Willy Jones, Sarah Perrin, Alex Burke, Marcia Noyes, Lisa Byer – Executive Director and William Gardner – Operations Manager. Ethel Hutton, Frank Barnes and Spencer Sweet were absent.**
2. **FISCAL REVIEW:** Drew Totten introduced Steve Love of Love, Cody and Company to present the annual fiscal review to the board.
3. **APPROVAL OF MINUTES:** Drew Totten asked for approval of the minutes of the March meeting.

MOTION: SARAH PERRIN MOVED TO ACCEPT THE MINUTES OF THE MARCH MEETING. MARCIA NOYES SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

4. **FINANCE REPORT:** Lisa presented the finance reports for the board's review.
5. **EXECUTIVE DIRECTOR'S REPORT:**

Lisa Byer provided highlights of her report, which is attached and formally submitted with these minutes.

 - a. *Overview:* Lisa reviewed the staff reports including an update on Ryan's Puerto Rico documentary and planning a premiere screening. Alex worked to replace a RF modulator after a power failure killed the old one. She updated progress on underwriters and noted that the production white board has been updated to track underwriting contracts. The Hemmings News production contract hasn't had much activity but William and Mike continue to communicate with them and they expect payment soon. The staff plans to do a shutdown week the week after Memorial Day in order to do painting and cleaning projects. Lisa reminded the board of the upcoming board elections and asked for suggestions for nominees. She will be launching the community needs assessment in May with the online survey and asked for feedback from the board.

As a follow up to a programming complaint, Lisa spoke to Ryan who sponsored the program. He had screened the program prior to submitting it but missed the questionable content. He isn't sure that he will continue to sponsor the program going forward since he hasn't been happy with the content but if it does submit programs he will be sure to screen them more thoroughly. Lindy spoke to the viewer who complained and explained the circumstances around the program playing and that it should have been playing in safe harbor hours. There was discussion regarding "safe harbor" hours being appropriate but Lisa explained that those are regulations that aren't dictated by us. Lindy felt the viewer was satisfied with the handling of the situation.

6. **OTHER BUSINESS:** The board discussed the fact that the May meeting falls on Memorial Day. It was decided that the May meeting be canceled and Lisa would be in touch if pressing matters arose.

**MOTION: SARAH PERRIN MOVED TO ADJORN THE MEETING. ALEX BURKE SECONDED.
THE MEETING ADJORNED AT 4:50PM.**

Respectfully submitted by,
Willy Jones, Secretary