

**Catamount Access Television Corporation**

Board of Directors Meeting Minutes

Monday, March 25, 2019

1. **The meeting convened at 4:00pm with the following members present; Drew Totten, Willy Jones, Robert Ebert, Sarah Perrin, Marcia Noyes, Tim Scoggins, Spencer Sweet and Lisa Byer – Executive Director. Alex Burke was absent.**
2. **APPROVAL OF MINUTES:** Drew Totten asked for approval of the February 25, 2019 Board Minutes.

**MOTION: WILLY JONES MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 25, 2019 BOARD MEETING. MARCIA NOYES SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION PASSED.**

3. **FINANCE REPORT:** Lisa presented the finance reports for months ending February 2019 answered questions of the board. The question was raised regarding the fact that customer PEG Fees haven't decreased, so why is our funding decreasing. Lisa provided her understanding of how the changes in GAAP procedures are affecting the income. She will be attending a Vermont Public Utility Commission Workshop later this week to get further explanations from Comcast.

**4. EXECUTIVE DIRECTOR'S REPORT:**

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

- a. *Overview:* Lisa provided an overview of the reports of the staff. Highlights include that we have a MAU intern who is working to digitize archived VHS footage. Alex tested some equipment to see how it stood up against the live streaming kits he built and determined that his kit out-performs the commercial equipment. Ryan is working on training both in school programs and individuals. Lisa has been working to pull the annual report together and has been working with the staff to finalize.

The staff has been discussing needing to reinvigorate underwriting and renewing existing contracts. Within that, there is discussion of new underwriting initiatives to offer more benefits. We need to examine new businesses coming to town and understand any limitations we have in what services we offer. It was agreed that this area is a need for more focus and future discussions. Lisa will be working with William to streamline the management and data-keeping for underwriters to make it more understandable now that this is of critical financial concern more than before.

It was agreed that it would be useful to have William join board meetings to help answer questions and add to the discussions especially as the board is becoming more engaged and involved in light of the current threats.

Lisa will bring the proposal for the painting contract to the next meeting. Regarding the ongoing threats, there is a VPUC workshop to address the GAAP funding shortfall which Lisa will provide more information next month. The Comcast mediation was held and while it is all confidential the good news is that there is another session scheduled and some proposals are on the table.

There aren't any updates regarding the FCC rulemaking. Lisa expressed concern that she hasn't been able to spend enough time informing the local community on the threats. The staff is discussing creating a video to help spread the word and Lisa will be working on the membership drive to inform people as well. The work with Action Circles in Montpelier is ongoing and the messaging is coming together which will help deliver this news to help people understand the complex issues at play.

Lisa reported on her discussion with Ryan regarding his upcoming trip to Puerto Rico and plans to create a follow up documentary on the relief efforts. As discussed there is concern that CAT-TV is not involved in the project and the question of ownership of the original project. The conversation further developed into concerns about fundraising for the project and clarification that this is not a CAT-TV project. It was agreed that a subcommittee be formed to discuss the situation. Lisa will arrange a meeting with those who expressed interest.

Lisa is still looking for new Board members to fill the empty seat. Lisa is working to complete the annual reporting and the community needs assessment. The Operating Rules appendices have been approved and the committee will be working on the bylaws soon. Meeting coverage contracts continue to trickle in and North Bennington will be taking up the issue at their next meeting.

Lisa contact Mr. Hoyt to explain expectations if he wishes to reinstate his membership following his suspension. She has not heard back from him.

**5. OTHER BUSINESS:**

*Financial Planning Considerations:* Robert mentioned that we need to begin planning for the fact that we may need to make significant changes in light of the funding threats. Lisa explained her understanding of the timing and likelihood of loss of funding. There is no clear understanding of what or when to expect. Robert would like to have a discussion in advance of any crisis. It was suggested that either a subcommittee be formed to discuss or we devote more board meeting time to discuss this issue.

**MOTION: WILLY JONES MOVED TO ADJORN THE MEETING. SARAH PERRIN SECONDED. THE MEETING ADJORNED AT 5:27PM.**

Respectfully submitted by,  
Willy Jones, Secretary