

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, October 26, 2020

1. **Alex Burke convened the meeting via video conference at 4:02pm with the following members present; Tim Scoggins, Robert Ebert, Marcia Noyes, Sarah Perrin, Dave LaChance, Greg Van Houten, Lisa Byer – Executive Director and William Gardner – Operations Manager. Jenna Caslin was absent.**
2. **BOARD APPOINTMENT:** Alex introduced Greg Van Houten for appointment to a vacant seat on the board.

MOTION: ROBERT EBERT MOVED TO APPOINT GREG VAN HOUTEN TO THE BOARD. MARCIA NOYES SECONDED THE MOTION. ALL VOTED IN FAVOR AND THE MOTION PASSED.

3. **APPROVAL OF MINUTES:** Alex Burke asked for approval of the September Board Minutes.

MOTION: TIM SCOGGINS MOVED TO APPROVE THE MINUTES OF THE SEPTEMBER 28, 2020 BOARD MEETING. DAVE LACHANCE SECONDED THE MOTION. SIX MEMBERS VOTED IN FAVOR AND THE MOTION PASSED. GREG VAN HOUTEN ABSTAINED.

4. **FINANCE REPORT:** Lisa presented the finance report for month of September 2020 and answered questions of the board.

5. EXECUTIVE DIRECTOR'S REPORT:

- a. There was an update to the staff activities including operations under COVID concerns. No changes have been made but discussions are underway in case changes are necessary. The Production Team covered live varsity soccer and football and they plan to cover upcoming Halloween events. Among other things, Tony has been working on the data for the IPG and helping Sacred Heart to stream their weekly services.
- b. The committee is wrapping up work on the statewide contract template and has reached an agreement with Comcast. They will now present the template to the AMOs and develop a process for implementation. Lisa will be presenting the final template to the Board for approval of CAT-TV's contract.
- c. The staff plans to do more outreach to promote the recent channel move after the election season is over.
- d. William and Lisa attended an SBA Webinar regarding the PPP Loan forgiveness and are preparing to submit the necessary documents.
- e. Lisa provided an overview of the plan for the upcoming election results. There was discussion of the process and the prospect of partnering with the Bennington Banner for a pre-results show.
- f. Lisa provided an updated roster for the Board and Staff.
- g. There was discussion of applying for a new credit card. It was agreed that Lisa and William should research card options that do not have fees associated with it.
- h. A follow up discussion took place regarding the use of live webcam footage and privacy concerns. It was agreed that there is no expectation of privacy while in public spaces and the camera will remain zoomed out.
- i. CAT-TV was awarded recognition for coverage of the 2020 Battle Day celebrations by the organizing committee.
- j. Greg Van Houten asked about the possibility of continuing coverage of local high school sports beyond COVID. Lisa felt we are well positioned to have those discussions with the school in that the value of our coverage during the current restrictions has been well received. She is hopeful of additional opportunities to partner with them in the future.

6. NEW BUSINESS:

- a.* Tim Scoggins asked for an update on news program in partnership with the Banner. Both Lisa and Dave LaChance indicated that they are anxious to continue discussions and are hopeful to develop something soon.
- b.* Greg Van Houten noted that GVH Studio is available to help CAT-TV with large format printing for promotional initiatives.

MOTION: GREG VAN HOUTEN MOVED TO ADJORN THE MEETING. MARCIA NOYES SECONDED. THE MEETING ADJORNED AT 5:02PM.

Respectfully submitted by,
Marcia Noyes, Secretary