

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, November 27, 2023

1. **Tim Scoggins convened the meeting via video conference at 4:04 pm with the following members present; Dan Cross, Greg Van Houten, Frank Barnes, Jack Rossiter-Munley, Asa Morin, Lisa Byer, Executive Director, and William Gardner – Operations Manager. Sarah Krinsky was absent.**
2. **APPROVAL OF MINUTES:** Tim Scoggins asked for approval of the Board Minutes of October 23, 2023.

MOTION: GREG VAN HOUTEN MOVED TO APPROVE THE MINUTES OF OCTOBER 23, 2023, BOARD MEETING. DAN CROSS SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

3. **FINANCE REPORT:** Lisa reviewed the financial reports for the month of October 2023 and answered questions from the board with the help of William Gardner.
4. **EXECUTIVE DIRECTOR REPORT:** The Director's report was distributed to the board prior to the meeting for their review. Lisa reviewed the staff activity reports. Lisa discussed the furnace update and presented the cost differentials between an oil burning unit versus a propane unit. She recommended waiting until spring to make the switch given the time of year and that they are under contract for fuel oil. This would also give time to consider the variables involved, including how heat pumps could be incorporated. A new oil furnace would cost \$16,300 including oil for the year. A new propane furnace would cost \$20,000 including tank installation and rental, and propane for the year. The heat pumps were quoted at \$36,494 with a \$5,700 rebate for a total of \$30,794. It was noted that the air conditioning units are due to be replaced soon and the heat pumps could serve that purpose. There was much discussion regarding the timing and the various options. It was decided that the staff keep gathering information and update the board in January with a plan of deciding by April.

Lisa reported that Greg Van Houten had a casual conversation with an inspector regarding the handicap lift. That person indicated that the issue is that it does not have an accordion skirt. Lisa will follow up with Greg to get the name of the individual and gather more information. The consensus is to continue researching the options prior to bringing the issue to a decision point. Lisa noted that she worked with about 10 community partners to sign a letter supporting the VAN advocacy work in the legislature. As part of that work, she met with the local Representatives to inform them of the advocacy work and asking for support for the one-time funding requests and the upcoming bill for PEG funding.

Regarding personnel, Lisa updated the board that Li has been cross trained in production, however they still feel that hiring another production person is a priority in the new year. Lisa has asked for a meeting with CASTUS to discuss the ongoing technical issues. She has let them know that they are losing confidence in the process and need a resolution. As part of that meeting, they will be discussing the workflow regarding closed captioning. Lisa has also been made aware of some issues regarding Comcast's rollout of HD channels for some of the PEG channels. She will be assisting resolve the issues with her colleagues.

Lisa reported that the Veteran Honors was very successful this year. Mary Morrissey was instrumental in helping get the word out to local veterans. Lisa reminded the Board of the upcoming Holiday Party. She also reported that the funding from Comcast has been going down in the last 3 quarters as compared to the same time last year. The bridge funding from the state budget is very helpful under the circumstances.

Lisa attended the Alliance for Community Media Northeast Regional conference in Burlington. She reported that all the neighboring states are working to resolve the cable funding decline but are all taking different approaches. She felt that Vermont may be ahead of the curve in that the collective consensus is very strong in VAN. She alerted the board to some of the federal legislation that could be very harmful to PEG in that it destroys all control of the public rights of way. There was discussion regarding resuming in-person board meetings with a remote option available. William has been successful in finding a new accounting firm to complete the year-end financial statements.

5. **MOTION: GREG VAN HOUTEN MOVED TO ADJORN THE MEETING. DAN CROSS SECONDED THE MOTION. THE MEETING ADJORNED AT 5PM.**

Respectfully submitted by,
Sarah Krinsky, Secretary