

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, June 25, 2018

1. **The meeting convened at 4:00pm with the following members present; Drew Totten, Lindy Lynch, Sarah Perrin and Lisa Byer – Executive Director. Frank Barnes, Alex Burke, Marcia Noyes, Ethel Hutton, Willy Jones and Spencer Sweet were absent.**
2. **APPROVAL OF MINUTES:** Approval of minutes was tabled due to lack of quorum.
3. **FINANCE REPORT:** Lisa presented the finance reports for the board's review.
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 a summary of her report. She informed the Board that funding was down this quarter from Comcast. VAN is working to gather information and determine the cause since other AMOs saw decreases as well. She and the staff are working to cut costs where possible. The staff has been very busy with productions and Lisa is mindful of the hours and flexibility everyone has been exhibiting. Ryan's Puerto Rico premiere was very successful raising more money for the ongoing efforts. Lisa reviewed the Underwriters and presented a new accounting of those contracts.

The facility shut down week was very productive and it is helpful to continue to do that once a year to catch up on big projects. Lisa did meet with Frank and Drew for her annual review and Drew will follow up with Frank for the paperwork.

The board elections are underway. Nominations are open and there has been discussion of several potential candidates. From those conversations one person, Robert Ebert, has come forward as interested. Lindy, Drew and Sarah are up for election. Lindy has reached term limits but Drew and Sarah are willing to remain on the board therefore we are looking for one candidate. Frank's term limits also hit this year since he was originally appointed. We will appoint someone for his seat later in the fall. Lisa will reach out to the rest of the board to confirm Robert's candidacy.

The survey for the needs assessment has been launched and will continue until August 10th. Lisa will continue to send reminders and work to spread the word to get more responses. They are pushing it on Facebook and will distribute post cards around town. The results will be formulated into an action plan.

Lisa is working on updating the Operation Rules and Procedures and will be bringing a new document for the board's approval. Her effort is not to change the basis for the policies but to make the presentation more digestible. This work will also change portions of bylaws but that process will need to be warned and approved by the membership.

Lisa praised Ryan for his work on the Puerto Rico Documentary and the premiere event he planned. She also discussed the idea to plan another event to promote the release of the documentary on our channels and tie the project back to CAT-TV. The board was supportive of that idea and discussed several options.

A Bennington College class paid a visit to learn about the history of PEG access and see the principles in practice. Mayfest and Graduation productions both went well.

5. **OTHER BUSINESS:** There was discussion to consider ways to show appreciation to the staff for their good work.

MOTION: SARAH PERRIN MOVED TO ADJORN THE MEETING. LINDY LYNCH SECONDED. THE MEETING ADJORNED AT 5:08PM.

Respectfully submitted by,
Willy Jones, Secretary