

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, September 24, 2018

1. **The meeting convened at 4:00pm with the following members present; Frank Barnes, Drew Totten, Lindy Lynch, Willy Jones, Sarah Perrin, Alex Burke, Marcia Noyes, Robert Ebert and Lisa Byer – Executive Director. Spencer Sweet and Ethel Hutton were absent.**

2. **INTRODUCTION OF NEW BOARD MEMBER:** Lisa introduced the newest member of the board, Robert Ebert.

3. **ELECTION OF BOARD OFFICERS:** Frank entertained nominations for the board officers.

MOTION: ALEX BURKE MOVED TO NOMINATE DREW TOTTEN FOR THE PRESIDENT POSITION. MARCIA NOYES SECONDED THE MOTION. ALL VOTED IN FAVOR AND THE MOTION PASSED.

MOTION: DREW TOTTEN MOVED TO NOMINATE ALEX BURKE FOR THE VICE PRESIDENT POSITION. WILLY SECONDED THE MOTION. ALL VOTED IN FAVOR AND THE MOTION PASSED.

MOTION: MARCIA NOYES MOVED TO NOMINATE WILLY JONES FOR THE SECRETARY POSITION. ALEX BURKE SECONDED THE MOTION. ALL VOTED IN FAVOR AND THE MOTION PASSED.

4. **APPROVAL OF MINUTES:** Drew asked for approval of minutes for the August board meeting.

MOTION: FRANK BARNES MOVED TO APPROVE THE MINUTES OF AUGUST 27, 2018. MARCIA NOYES SECONDED THE MOTION. ALL VOTED IN FAVOR AND THE MOTION PASSED.

5. **FINANCE REPORT:** Lisa presented the finance reports for month ending August for the board's review. Lisa and William reviewed the adjustments to the budget since the draft was presented in August. Declining revenues have created a tight budget which requires an examination of cutting expenses and increasing revenue sources. Since the last meeting William and Lisa met with Steve Love to review accounting practices.

MOTION: FRANK BARNES MOVED TO APPROVE THE BUDGET AS PRESENTED. SARAH PERRIN SECONDED THE MOTION. ALL VOTED IN FAVOR AND THE MOTION PASSED.

6. **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. Lisa answered questions of the board including the Underwriting structure and the board's role. She also reviewed her discussion with Steve Love regarding income generated through production work and the restrictions under our nonprofit status. The understanding is that some income could be considered outside income and reportable if it falls outside the organization's mission and meets the dollar amount threshold. Lisa reported that their production work has remained within the mission.

Lisa updated the board on the Comcast case, announcing that the Judge issued a ruling on the state's motion to partially dismiss some of the complaints in the case against the Public Utilities Commission. She is working to review the judgement and issue a statement to the VAN membership. Now that the order is in place, the case will move forward after being in a holding pattern for many months.

The community needs survey has closed and Lisa will be compiling the results and developing an action plan. She requested to form a committee to work through the update of the Operating Rules and Procedures. Robert Ebert, Drew Totten and Alex Burke volunteered and Lisa will call a meeting. She also mentioned that we still need to have a discussion regarding meeting coverage and looking for reimbursement from the boards. Drew asked that Lisa send the meeting coverage proposal to the board in advance of the next meeting to help facilitate discussion next month.

The board also discussed new policies and how they will affect current members.

The board recognized and thanked outgoing board members Frank Barnes and Lindy Lynch.

MOTION: WILLY JONES MOVED TO ADJORN THE MEETING. SARAH PERRIN SECONDED. THE MEETING ADJORNED AT 5:37PM.

Respectfully submitted by,
Willy Jones, Secretary