

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, August 27, 2018

1. **The meeting convened at 4:00pm with the following members present; Frank Barnes, Sarah Perrin, Alex Burke, Marcia Noyes, Spencer Sweet and Lisa Byer – Executive Director. Drew Totten, Lindy Lynch, Willy Jones and Ethel Hutton were absent.**
2. **APPROVAL OF MINUTES:** Frank asked for approval of minutes for the April and June board meetings.

MOTION: ALEX BURKE MOVED TO APPROVE THE MINUTES OF APRIL 23, 2018. MARCIA NOYES SECONDED THE MOTION. ALL VOTED IN FAVOR AND THE MOTION PASSED.

MOTION: MARCIA NOYES MOVED TO APPROVE THE MINUTES OF JUNE 25, 2018. ALEX BURKE SECONDED THE MOTION. ALL VOTED IN FAVOR AND THE MOTION PASSED.

3. **FINANCE REPORT:** Lisa presented the finance reports for month's ending June and July the board's review. Lisa and William also presented the draft budget for the upcoming fiscal year. Included in that discussion is the decrease in funding seen from Comcast for the first 2 quarters of the year. Efforts are underway to examine reasons for the decline on a statewide level. Discussions also included the need to supplement income streams and how that can be done via underwriting, production contracts, and fundraising. They reviewed expenses and discussed areas that have been cut and identified few areas of additional cuts. Lisa and William will make tweaks to the budget and present it to the board for approval at the next meeting.

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. The staff submitted reports for the board. Marcia mentioned that we, and Mike Cutler, have done a good job keeping fresh content on our Facebook page. Lisa shared that she treated the staff to a picnic outing as a sign of appreciation for their good work.

She reported no activity in the Comcast case. Board elections have closed and Sarah, Drew and Robert Ebert have been elected. There has been a low voter turnout for the electronic ballots so there may be a need to rethink that for next year. Lisa will contact new member Robert and meet with him in advance of the September meeting.

The community needs survey deadline was extended and will close on September 14th. The raffle for the prizes will be held at the Puerto Rico Documentary event on November 2nd. Lisa continues to work on updating the Operating Rules and Procedures. Battle Day went well and there was more coverage of the weekend's events as opposed to just the parade.

The plan for the Puerto Rico Documentary Event is coming together. We are working to hold the event at Oldcastle and tying in the CAT-TV connection to the feature. They will be working to gather event sponsorships and will share the proceeds with the ongoing Puerto Rico relief efforts. Marketing push will be done around the first anniversary of the storm.

Lisa presented the board with a complaint from a volunteer producer regarding another volunteer of the organization. The board discussed the circumstances of the complaint and considered policies of the organization. Lisa will research options and the board will discuss when the full board is present at an upcoming meeting.

Lisa also presented a proposal for the board to consider regarding seeking reimbursement of coverage of school and town board meetings. They will continue to discuss the proposal at the next meeting.

MOTION: MARCIA NOYES MOVED TO ADJORN THE MEETING. SPENCER SWEET SECONDED. THE MEETING ADJORNED AT 6:02PM.

Respectfully submitted by,
Willy Jones, Secretary