

**Catamount Access Television Corporation**

Board of Directors Meeting Minutes

Monday, November 28, 2022

1. **Alex Burke convened the meeting via video conference at 4:02 pm with the following members present; Tim Scoggins, Asa Morin and Dave LaChance, Sarah Krinsky, Lisa Byer – Executive Director and William Gardner – Operations Manager. Dan Cross and Greg Van Houten were absent.**
2. **APPROVAL OF MINUTES:** Alex Burke asked for approval of the Board Minutes of October 24, 2022.

**MOTION: TIM SCOGGINS MOVED TO APPROVE THE MINUTES OF OCTOBER 24, 2022, BOARD MEETING AS PRESENTED. DAVE LACHANCE SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.**

3. **FINANCE REPORT:** Lisa reviewed the financial reports for the month. She pointed out that the Income vs. Expense Report may have some information missing. She and William will follow up on that and get it corrected for next month.
4. **EXECUTIVE DIRECTOR REPORT:** The Director’s report was distributed to the board prior to the meeting for their review. She overviewed the staff activities. The new sign has been installed. They still await the \$25k funding from the state. Lisa will be conducting annual reviews with the staff and initiating her review with the board next month. The network server is still in progress given equipment backorders. William is working with RCS to resolve along with the Fidium Fiber upgrade. They did honor local veterans for Veteran’s Day but were disappointed with the lack of submissions, especially based on the increased marketing efforts.

Lisa followed up with CASTUS regarding the Closed Captioning options. Lisa will be auditing the meeting coverage hours to determine the number of CC hours needed. The first year of CC will be paid for with the \$25k state bridge funding and beginning January 2024 the towns will be charged for the service. Lisa will provide that information to the boards in the meeting coverage agreement renewals. Initially the CC will be offered to board meetings, but they would like to expand to offer church services.

The staff is beginning to prepare the Annual Report data. Lisa does not feel there is a need for a December meeting, the board agreed. The Holiday gathering is scheduled for Friday, Dec. 9<sup>th</sup>. Lisa asked for a head count so they could plan properly. Lisa thanked William and the board for the extensive recognition of her 25<sup>th</sup> anniversary with CAT-TV. Lisa and the staff is working to review the progress on the goals for the year. They will be setting new goals for the coming year.

Lisa reported that the staff has adopted a stray cat named Barry. Lisa asked for the board’s approval for carrying the expenses related to the cat. In an informal poll, all agreed that CAT-TV would cover the cat related expenses.

**MOTION: TIM SCOGGINS MOVED TO ADJORN THE MEETING. DAVE LACHANCE SECONDED THE MOTION. THE MEETING ADJORNED AT 4:30PM.**

Respectfully submitted by,  
Sarah Krinsky, Secretary