

**Catamount Access Television Corporation**

Board of Directors Meeting Minutes

Monday, July 22, 2019

1. **The meeting convened at 4:00pm with the following members present; Drew Totten, Tim Scoggins, Willy Jones, Robert Ebert and Marcia Noyes, Lisa Byer – Executive Director and William Gardner – Operations Manager. Alex Burke and Sarah Perrin were absent.**
2. **APPROVAL OF MINUTES:** Drew Totten asked for approval of the June Board Minutes.

**MOTION: WILLY JONES MOVED TO APPROVE THE MINUTES OF THE JUNE 24, 2019 BOARD MEETING. TIM SCOGGINS SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION PASSED.**

3. **FINANCE REPORT:** Lisa presented the finance report for month ending June 2019 answered questions of the board.

**4. EXECUTIVE DIRECTOR'S REPORT:**

Lisa Byer provided highlights of her report, which is attached and formally submitted with these minutes.

- a. **Overview:** Lisa updated the Board on the recent activities. Alex and Ryan both will be leaving as of July 26, 2019. Lisa is working with them to close out their responsibilities and doing final paperwork. As part of this larger transition, Mike will be taking on more responsibilities and therefore his salary has been increased to reflect that.
- b. A settlement has been reached in the Comcast CPG and Lisa explained that she would be sharing the confidential information in executive session. She also reported that the FCC is expected to vote on the proposed franchising rule on August 1<sup>st</sup>. The language of the order has been released and is being evaluated by VAN's attorney to see what effects are expected in Vermont. The legislative summer committee has been meeting to examine funding solutions for PEG into the future.
- c. Lisa and William have been working to make staffing determinations and have been interviewing for a Digital Media Coordinator position. They are focused on finding a candidate that has both technical and creative capabilities with a healthy balance between the two in order to brand and market the channels. They have a couple strong candidates and will be working to make a decision in the coming week. This plan includes the idea that we would be contracting for specific technical needs. There is also a plan to expand Jim Vires' role into a part time production position.
- d. The underwriter responsibilities will be shifted to new staff and the meeting coverage invoices will be going out next month.

**MOTION: MARCIA NOYES MOVED TO ENTER EXECUTIVE SESSION TO DISCUSS CONTRACT MATTERS. WILLY JONES SECONDED THE MOTION. ALL VOTED IN FAVOR AND THE MOTION PASSED.**

**MOTION: MARCIA NOYES MOVED TO EXIT EXECUTIVE SESSION. TIM SCOGGINS SECONDED THE MOTION. ALL VOTED IN FAVOR AND THE MOTION PASSED.**

**MOTION: TIM SCOGGINS MOVED TO ADJORN THE MEETING. WILLY JONES SECONDED. THE MEETING ADJORNED AT 5:07PM.**

Respectfully submitted by,  
Willy Jones, Secretary