

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, April 27, 2020

1. **Tim Scoggins convened the meeting via video conference at 4:05pm with the following members present; Robert Ebert, Willy Jones, Sarah Perrin, Alex Burke, Marcia Noyes, Lisa Byer – Executive Director and William Gardner – Operations Manager.**

2. **APPROVAL OF MINUTES:** Tim Scoggins asked for approval of the February Board Minutes.

MOTION: ROBERT EBERT MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 24, 2020 BOARD MEETING. MARCIA NOYES SECONDED THE MOTION. ALL VOTED IN FAVOR DURING THE ROLL CALL VOTE. THE MOTION PASSED.

3. **FINANCE REPORT:** Lisa presented the finance report for months of February and March 2020 and answered questions of the board. William provided an update of underwriters, production contracts and other revenue sources.

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

- a. Lisa provided an update to the staff activities under the current COVID restrictions. Most of the staff is working remotely but when they are in the office, they are practicing safety protocols. They have been meeting via video regularly and have had a couple in person meetings in order to forge the rebranding and channel move plan. The staff has remained very busy adjusting to the new workflow, assisting town/school board meetings to move to remote meetings, producing COVID related updates with the hospital and towns. Lisa expressed great appreciation for all the work and adjustments the staff has done especially to Mike Cutler for his willingness, flexibility and efforts. She also reviewed the staff's activity during the last 2 months.
- b. The house painting is scheduled to take place in June. The staff will be taking on the cleaning responsibilities going forward.
- c. The statewide work to push the PEG study bill continues despite the pandemic as the crisis has shed light on the value and importance of PEG in our communities. While the AMO contract renewal process has been stalled, efforts are underway to continue the discussion with Comcast virtually.
- d. Lisa plans to follow up with the Jenna Caslin as a potential new board member.
- e. The staff has been working to develop rebranding and updates to the channels and the upcoming channel move. Included in this is developing partnerships with other local media outlets.
- f. There was discussion of applying for a Paycheck Protection Plan. The loan is expected to be forgiven as long as the funds are used for payroll or utilities during an 8-week period.

MOTION: ROBERT EBERT MOVED TO APPLY FOR THE PAYCHECK PROTECTION PLAN. MARCIA NOYES SECONDED THE MOTION. DURING ROLL CALL FOUR MEMBERS VOTED IN FAVOR AND TWO MEMBERS VOTED AGAINST. THE MOTION PASSED.

- g. The May and June meetings will need to be rescheduled due to conflicts. Lisa will follow up via email to schedule a meeting.

5. NEW BUSINESS:

- a.* Sarah Perrin inquired as to the possibility of adding other CAT-TV fulltime staff to the cell phone plan. Discussion ensued and no action was taken.

MOTION: WILLY JONES MOVED TO ADJORN THE MEETING. SARAH PERRIN SECONDED. THE MEETING ADJORNED AT 5:26PM.

Respectfully submitted by,
Willy Jones, Secretary