

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, October 25, 2021

1. **Tim Scoggins convened the meeting via video conference at 4:03pm with the following members present; Marcia Noyes, Greg Van Houten, Sarah Krinsky, Dave LaChance, Alex Burke, Lisa Byer – Executive Director and William Gardner – Operations Manager. Dan Cross was absent.**
2. **APPROVAL OF MINUTES:** Tim Scoggins asked for approval of the September 27, 2021 Board Minutes.

MOTION: GREG VAN HOUTEN MOVED TO APPROVE THE MINUTES OF THE SEPTEMBER 27, 2021 BOARD MEETING. MARCIA NOYES SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

3. **FINANCE REPORT:** Lisa presented the finance report for the month and answered questions of the board. As part of that discussion, Lisa reported that the final phase of building painting has been completed. The total for the entire job which encompassed both phase 2 and 3 totaled \$26,200 and was completed within a week. This included replacement of all of the siding on the exterior of the studio and many additional details including insulation, painting of the bulkhead, replacing gutters and other items. There was also discussion of planning for the new budget year and looking at strategies for maintaining the organization's solvency. This included convening committee discussions and reviewing what reports the board receives.
4. **EXECUTIVE DIRECTOR'S REPORT:** The Director's report was distributed to the board prior to the meeting for their review. The office remains open with a mask requirement in place unless a fully vaccinated person is taping a show in the studio. She reviewed the activities of the staff for the last month. They are still working to locate a plumber to fix the sewer pipe and a newly discovered pipe repair needed in the basement. Lisa reported on the activities of the VAN committees working on the statewide initiatives addressing PEG funding. Lisa thanked Greg Van Houten for working to provide information on the newly installed cellular equipment placed outside the building. With that and other information provided, Lisa's serious concerns are lessened. The staff is working on a Veteran feature for the month of November. This will include both interviews with residents of the VT Veteran's Home as well as pictures of local veteran submissions from the website. Lisa reported on a citizen complaint. The staff worked to remedy the concerns of the individual and at the time were unsuccessful. There has been no additional contact or communication since the initial complaint. Lisa announced the 30th Anniversary Membership Drive that will be underway in November. She requested that the board help with bringing in 1 or 2 members each as part of getting 30 new members in 30 days of November. The board was receptive to the proposal. Lisa reported that the staff is working on developing priorities for the coming year and asked the board for their thoughts on priorities. It was decided that the board would look at the list the staff developed and will provide input. As part of that discussion, the idea was raised regarding collaborating with the Banner on a news program and it was agreed that the staff would add the idea to the list for review.

MOTION: GREG VAN HOUTEN MOVED TO ADJORN THE MEETING. DAN CROSS SECONDED THE MOTION. THE MEETING ADJORNED AT 4:50PM.

Respectfully submitted by,
Marcia Noyes, Secretary