

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, June 26, 2017

1. **Frank Barnes convened the meeting at 4:00pm with the following members present Drew Totten, Lindy Lynch, Sarah Perrin, Marcia Noyes and Lisa Byer – Executive Director. Willy Jones, Spencer Sweet and Tom Dailey were absent.**
2. **APPROVAL OF MINUTES:** Drew asked for approval of the minutes from the May 2017 meeting.

MOTION: MARCIA NOYES MOVED THAT THE MINUTES BE ACCEPTED AS PRESENTED. DREW TOTTEN SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

3. **FINANCE COMMITTEE REPORT:** Lisa presented the finance report for May to the board for their review and answered questions.

MOTION: DREW TOTTEN MOVED THAT THE BOARD MOVE INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES. LINDY LYNCH SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

MOTION: MARCIA NOYES MOVED THAT THE BOARD COME OUT OF EXECUTIVE SESSION. SARAH PERRIN SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

4. EXECUTIVE DIRECTOR'S REPORT:

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

- a. *Overview:* Lisa reviewed her report for the board. The staff provided Lisa with their monthly activity report and Lisa reviewed the highlights. There is still no word from the PSB on the Comcast decision. They have made some progress on making the studio accessible by adding a platform to the section in front of the back door, installing railings and utilizing the portable ramp.

The underwriting campaign is going well with about 7 contracts in progress. The volunteer producer with compliance issues seems to be following the remediation steps without issue, but the staff is keeping a close watch on the situation.

MOTION: DREW TOTTEN MOVED THAT THE BOARD MOVE INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES. LINDY LYNCH SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

MOTION: MARCIA NOYES MOVED THAT THE BOARD COME OUT OF EXECUTIVE SESSION. SARAH PERRIN SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

There was discussion regarding potential board members for the upcoming election. It was agreed that Lisa would reach out to several people to gauge their interest and report back to the board. Lisa reported on the planned “shut down week” during which the staff will work on cleaning/sorting/organizing. She proposed a staff/board bbq for that Friday. Lisa will confirm with the board on this idea.

Lisa worked to create new weekly and quarterly time sheets. She will hold off on changing the time off policies since it has further implications based on our current policies. Unfortunately there were no scholarship applicants, so we aren’t giving out a scholarship this year, but our coverage of graduation went well.

Lisa proposed that we hire Nathan Wallace-Senft and an associate to paint the west side and front of the house. The cost would not exceed \$10000 and they will be paid ½ up front and ½ when the job is complete.

MOTION: DREW TOTTEN MOVED THAT WE HIRE NATHAN WALLACE-SENFTE AND HIS ASSOCIATE TO PAINT THE WEST SIDE AND FRONT OF THE BUILDING FOR A TOTAL SUM OF \$10,000 AS PRESENTED BY LISA. SARAH PERRIN SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

Lisa reported that she and the staff have been ensuring that the value of our services are not being undervalued and have been charging production fees for coverage outside our direct mission.

MOTION: LINDY LYNCH MOVED TO ADJORN THE MEETING. DREW TOTTEN SECONDED. THE MEETING ADJORNED AT 5:04PM.

Respectfully submitted by,
Willy Jones, Secretary