

**Catamount Access Television Corporation**

Board of Directors Meeting Minutes

Monday, May 22, 2023

1. **Alex Burke convened the meeting via video conference at 4:10 pm with the following members present; Tim Scoggins, Greg Van Houten, Dan Cross, William Gardner – Operations Manager. Sarah Krinsky, Dave LaChance, and Asa Morin were absent.**
2. **APPROVAL OF MINUTES:** Alex Burke asked for approval of the Board Minutes of April 24, 2023.

**MOTION: TIM SCOGGINS MOVED TO APPROVE THE MINUTES OF APRIL 24, 2023, BOARD MEETING. DAN CROSS SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.**

3. **FINANCE REPORT:** William reviewed the financial reports for the month of April 2023 and answered questions from the board.
4. **EXECUTIVE DIRECTOR REPORT:** The Director's report was distributed to the board prior to the meeting for their review. William reviewed the report in Lisa's absence. He highlighted his and the staff's work including his attempt to find a plumber to address the plumbing issue for the upstairs bathroom and that he is in the process of upgrading his accounting software which will improve his workflow. William reported that the staff has an intern working in production this summer with the goal of producing a lot local content. Tony continues to document his job position and duties prior to his departure. The goal is to have someone in place mid June.

William reviewed the staff's trip to Montpelier to recognize Lisa's 25 years with the organization. Rep. Mary Morrissey coordinated the day that included one on one meetings with the Governor, Lt. Governor, Speaker of the House and Pro Tem Leader. All were very supportive of our work in Community Media and efforts to keep funding available into the future.

Work continues to resolve the technical issues with the CASTUS system for the functionality of the Closed Captioning and live streaming through the cloud-based Video on Demand system. Lisa has been working with Comcast to ensure there are no barriers regarding the CC on the channels. The staff plans to meet with CASTUS at the conference in Brooklyn and hope that a face-to-face meeting will provide better results. There was discussion regarding the alternative options for vendors and the need to discuss credit for loss of promised services.

They continue to await word on Comcast's roll out of High-Definition Channels for PEG. The staff will be reviewing the applicants for the Chester Hickok Scholarship and awarding \$500 to one of them at the MAU Senior Awards night. There was discussion regarding the candidates and the process for a decision. William reviewed the most recent Comcast quarterly payment and noted that there is a bit of dip that is consistent with the prior quarter. It warrants attention but is not cause for concern at this point.

Lisa will be researching cleaning companies to assist in keeping the facility looking its best. Mike Cutler developed an equipment list for anticipated purchases. Lisa and William are reviewing it and working with the team to prioritize purchases in the coming months. There was discussion regarding the plan for Mayfest coverage.

5. **MOTION: TIM SCOGGINS MOVED TO ADJORN THE MEETING. DAN CROSS SECONDED THE MOTION. THE MEETING ADJORNED AT 4:40PM.**

Respectfully submitted by,  
Sarah Krinsky, Secretary