

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, January 27, 2025

1. **Tim Scoggins convened the meeting in person and via Zoom at 4:02 pm with the following members present; Dan Cross, Greg Van Houten, Jack Rossiter-Munley, Sarah Krinsky, Frank Barnes, Lisa Byer, Executive Director and William Gardner – Operations Manager.**
2. **APPROVAL OF MINUTES:** Tim Scoggins asked for approval of the Board Minutes for November 25, 2024, meeting.

MOTION: GREG VAN HOUTEN MOVED TO APPROVE THE MINUTES OF NOVEMBER 25, 2024. FRANK BARNES SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

3. **FINANCE REPORT:** Lisa reviewed the financial reports for November and December 2024 and answered questions from the board.
4. **REVENUE GENERATING COMMITTEE REPORT:** The committee consists of Jack Rossiter-Munley, Sarah Krinsky, Lisa Byer, William Gardner and Mike Cutler. The group discussed prioritizing goals and focused on a new membership structure, production fees, paid content, grants and a public event. Lisa reviewed the membership structure and paid content ideas, as well as grants available for a film festival.
5. **SOCIAL MEDIA POLICY/MEETING DISTRIBUTION COMMITTEE REPORT:** Greg Van Houten, Dan Cross, Tim Scoggins, Lisa Byer, William Gardner and Mike Cutler met to discuss social media policies. They revisited the policies discussed in November and worked to form a consensus on moving forward. As a result, the committee is recommending updated policies and procedures for the board to consider. There was discussion of the recommended policies.

MOTION: GREG VAN HOUTEN MOVED TO ADOPT THE SOCIAL MEDIA POLICIES CONSISTING OF LIVE MEETING DISTRIBUTION POLICY, SOCIAL MEDIA COMMUNITY STANDARDS GUIDELINES, AND SOCIAL MEDIA COMMUNITY STANDARDS GUIDELINES PROCEDURES FOR VIOLATIONS. DAN CROSS SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

6. **EXECUTIVE DIRECTOR REPORT:** The Director's report was distributed to the board prior to the meeting for their review. Lisa highlighted the activities of the staff. She mentioned that she met with all the local legislators to update them on the legislative advocacy work being done by VAN and the funding needs in the upcoming session. She received a letter from Comcast regarding an upgrade to HD channels and the cost would be about \$10k. She will provide more information on the process in coming months. She completed all the employee reviews and had her review with the board president and vice president. Lisa sent all the meeting coverage agreements and received all the renewals back. She did notify each entity of the production fee increases for 2026. She and the staff have been working on several new shows including a weekly legislative update, a tech show with Josh, a Turning Point recovery program and a April Career Month focus for the BCRC Workforce and Education Committee. Lisa is working to complete the annual reporting and there was discussion about scheduling the annual meeting. It was decided that they would plan to hold an open house on February 24th. Lisa announced that CAT-TV and GNAT-TV were awarded the Regional Visionary Award by the Chamber. Lisa will be attending their annual meeting.

7. **NEW BUSINESS:** Tim Scoggins mentioned that CAT-TV's vacation policy currently allows for 3 weeks after 2 years of full-time employment. Because Lisa and William are long-term employees, Lisa 27 years and William 25 years, Tim recommended that the Board grant them each an additional week of vacation for a total of 4 weeks per year. There was discussion of the policy rules and implementation to which Lisa informed them of the annual audit of vacation and sick time and the "use it or lose it" policy.

MOTION: GREG VAN HOUTEN MOVED TO EXTEND ANNUAL VACATION FOR LISA BYER AND WILLIAM GARDNER FROM 3 WEEKS TO 4 WEEKS EFFECTIVE IMMEDIATELY. FRANK BARNES SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

MOTION: GREG VAN HOUTEN MOVED TO ADJORN THE MEETING. DAN CROSS SECONDED THE MOTION. THE MEETING ADJORNED AT 5:08PM.

Respectfully submitted by,
Sarah Krinsky, Secretary