

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, September 25, 2017

1. **The meeting convened at 4:02pm with the following members present Frank Barnes, Drew Totten, Lindy Lynch, Spencer Sweet, Sarah Perrin, Alex Burke, Lisa Byer – Executive Director and Operations Manager, William Gardner. Willy Jones, Marcia Noyes and Tom Dailey were absent.**
2. **INTRODUCTION OF NEW BOARD MEMBER:** Lisa introduced the newest board member, Alex Burke. Alex is the Deputy State’s Attorney.
3. **APPROVAL OF MINUTES:** Frank asked for approval of the minutes of the June, July and August meetings.

MOTION: SPENCER SWEET MOVED TO ACCEPT THE MINUTES OF THE JUNE MEETING. LINDY LYNCH SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

MOTION: SARAH PERRIN MOVED TO ACCEPT THE MINUTES OF THE JULY MEETING. LINDY LYNCH SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

MOTION: SPENCER MOVED TO ACCEPT THE MINUTES OF THE AUGUST MEETING. SARAH PERRIN SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

4. **FINANCE REPORT:** Lisa presented the finance report. William presented the budget for the board’s approval.

MOTION: LINDY LYNCH MOVED TO APPROVE THE BUDGET AS PRESENTED. SARAH PERRIN SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

5. EXECUTIVE DIRECTOR’S REPORT:

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

- a. *Overview:* Lisa provided highlighted the work of the staff. She updated the board on the progress of the house painting. Although they ran into a couple problems up front, the job seems to be on course again. Because of the changes in the scope of the job because of lead paint protocol, Lisa expects that they will only complete the front side of the house and they will put out bids for the rest of the job. Lisa reminded the board that the situation was still unfolding and she didn’t have specific recommendations for how to move forward.

She reported that Comcast filed suit against the PUC as expected. The committee is still gathering the facts and figuring out the next steps but there will be more work on the horizon for Lisa and the committee.

Lisa asked the board for approval to move her annual review/raise to December which would mean she wouldn't get an increase this year but would get an early increase next year. The difference of that would be about \$274 that should be added to this year's budgeted increase.

MOTION: SPENCER SWEET MOVED TO MOVE LISA BYER'S ANNUAL REVIEW AND SALARY INCREASE TO DECEMBER 2017 AND INCREASE THE BUDGETED AMOUNT BY \$274 TO ACCOUNT FOR THE CHANGE IN TIMING. FRANK BARNES SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.

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

MOTION: SPENCER SWEET MOVED TO ADJORN THE MEETING. SARAH PERRIN SECONDED. THE MEETING ADJORNED AT 5:22PM.

Respectfully submitted by,
Willy Jones, Secretary