

Catamount Access Television Corporation

Board of Directors Meeting Minutes

Monday, June 24, 2019

- 1. The meeting convened at 4:00pm with the following members present; Drew Totten, Alex Burke, Sarah Perrin, Tim Scoggins, Willy Jones, Lisa Byer – Executive Director and William Gardner – Operations Manager. Robert Ebert and Marcia Noyes were absent.**
- 2. APPROVAL OF MINUTES:** Drew Totten asked for approval of the May 27, 2019 Board Minutes.

MOTION: TIM SCOGGINS MOVED TO APPROVE THE MINUTES OF THE MAY 27, 2019 BOARD MEETING. WILLY JONES SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION PASSED.

- 3. FINANCE REPORT:** Lisa presented the finance report for month ending May 2019 answered questions of the board.
- 4. EXECUTIVE DIRECTOR'S REPORT:**

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

 - a. Overview:** Lisa updated the Board on the recent activities. Beq's last day was May 31st. Everyone was sorry to see her go. William and Lisa met with her to perform an exit interview and have continued to be in touch with her as questions come up. Lisa and Mike have picked up her community calendar responsibilities, Lisa is getting Beq's emails and they are training 2 people to cover meetings and other productions. William took on Alex's scheduling responsibilities while he was on vacation which allowed William to learn the system. Mike seems to be doing well and William is working hard to make sure he feels supported and not overwhelmed with the changes. They will be re-evaluating his salary based on the new responsibilities to manage the Production Department. Lisa reported on the fact that the equipment used to support the live streaming solution failed. Alex was very responsive to find work arounds and had a solution in place quickly that is software based.
 - b.** We are on the contractor's schedule for the fall and we can adjust the scope of work as needed. The plumbing problem in the upstairs bathroom is on hold for the time being.
 - c.** Lisa reported on the work in the Comcast CPG case and the upcoming 3rd mediation set for July 11th. She and the committee have worked hard in recent weeks to determine positions and will be meeting with the full VAN membership this week to get approval to move forward. Also, there is new information that the FCC will take up the new ruling at their August 2nd meeting. If that is the case, it is expected to see the rule language mid-July. There are still many unknowns, but if it passes in August it will go into effect in November. Related to that, the Legislative Working Group was successful in getting a summer study committee signed into bill. The committee will be looking at solutions to funding PEG in Vermont. The group continues to work with Action Circles to guide them through the process.
 - d.** In terms of the personnel changes, William and Lisa have been reviewing the job lists of each staff person and looking at the core needs of the organization with the goal of determining the best new structure going forward. They are considering some combination of part time or full time positions and will be making a determination of what jobs to post in the hopes of having someone to train prior to Alex leaving. Jim Vires is working part time to cover meetings as well as other community events. He has been a

great addition to the team and is thrilled to be working with us. They will continue to consider him as the reorganization plays out. The Board is interested to know what the reorganization plan under consideration and Lisa will keep them updated.

MOTION: SARAH PERRIN MOVED TO ADJORN THE MEETING. WILLY JONES SECONDED. THE MEETING ADJORNED AT 4:58PM.

Respectfully submitted by,
Willy Jones, Secretary