

## **Catamount Access Television Corporation**

Board of Directors Meeting Minutes

Monday, June 26, 2023

- 1. Alex Burke convened the meeting via video conference at 4:01 pm with the following members present; Tim Scoggins, Greg Van Houten, Sarah Krinsky, Dave LaChance, Asa Morin, and William Gardner – Operations Manager. Dan Cross was absent.**
- 2. APPROVAL OF MINUTES:** Alex Burke asked for approval of the Board Minutes of May 22, 2023.

**MOTION: GREG VAN HOUTEN MOVED TO APPROVE THE MINUTES OF MAY 22, 2023, BOARD MEETING. SARAH KRINSKY SECONDED THE MOTION. ALL MEMBERS VOTED IN FAVOR AND THE MOTION PASSED.**

- 3. FINANCE REPORT:** Lisa reviewed the financial reports for the month of May 2023 and answered questions from the board with the help of William Gardner.
- 4. EXECUTIVE DIRECTOR REPORT:** The Director's report was distributed to the board prior to the meeting for their review. Lisa highlighted the work of the staff and noted how busy things have been. She mentioned the summer paid intern which will result in at least two new local programs per week through out the summer. The production staff has been very busy, and Tony is working to exit his position in July.

Lisa confirmed that VAN has been appropriated the \$1M as requested and work on a legislative bill will continue into the next session. New Federal legislation has been introduced that would strip any local franchising authority allowing the cable companies to forgo state or municipal regulations. Information on the bill is still forthcoming but Lisa will provide updates when possible.

Lisa and William have interviewed 7 people for Tony's position and hired Li (Xiaochun Li) as of today. Tony will begin training Li immediately and will remain on the payroll until he is no longer needed. He will continue to be the point person for the interactive program guide integration with CASTUS. A member of the production team did apply for the position. They were very impressed by his initiative and will be discussing other opportunities for him to increase his involvement and responsibilities within the organization.

Lisa is working on the upcoming Board Elections. Alex Burke has reached term limits; Tim Scoggins will rerun, and Dave LaChance has decided not to run again. They will need two candidates and previous Board Member Frank Barnes has expressed interest. She is looking for one more candidate and asked for suggestions.

Lisa resolved equipment issues with Comcast by swapping out old equipment for new technology and returning lots of old, unused equipment. She is unsure how the changes will affect the billing and legacy agreements. She also updated the Board on issues with the master playback vendor, CASTUS, and provided more background to the situation. The team had a productive meeting with CASTUS and identified the points of pain and a plan forward. She was happy to report that they took accountability, offered credit for the last year, and will not issue an invoice until everything works to expectation. Lisa vowed to stay on top of the situation and keep their feet to the fire. William noted that the issues in question are add-on services, and the base functionality does work and is fully utilized. The Board expressed concern in the event the issues are unresolved and suggested looking into other vendors for these add-on services if necessary.

The Chester Hickok Scholarship was awarded to Sam Umphlett at the Senior Awards Night. Lisa asked for suggestions for cleaning people or companies for the office. The staff has been working to identify needed equipment purchases and prioritized purchasing a new computer for Mike and Jim and moving Mike's old computer to the 3<sup>rd</sup> production station. They also purchased a new production camera.

Lisa reported that she has sent the renewal notice for coverage of the Pownal meetings. She has received an acknowledgement that they plan to discuss it at an upcoming meeting and awaits an update. She also noted that she and Mike Cutler attended a Community Connections meeting at the Museum with many area nonprofits. It was a good opportunity to reconnect with other leaders and discuss collaborations. She plans to follow up with UCS, Habitat for Humanity, Vermont Arts Exchange, and programming on the Walloomsac Inn. Coverage of the MAU graduation proved to be challenging for the staff with many technical issues, but everyone worked well together to resolve them.

The staff is attending the national Alliance for Community Media (ACM) conference in Brooklyn this week and look forward connecting with colleagues from all over the country. There was discussion regarding the summer board meeting schedule. It was decided that the Board would not meet in July but would resume in August.

5. **MOTION: GREG VAN HOUTEN MOVED TO ADJORN THE MEETING. DAVE LACHANCE SECONDED THE MOTION. THE MEETING ADJORNED AT 4:53PM.**

Respectfully submitted by,  
Sarah Krinsky, Secretary