

Minutes – BCTV Board of Directors Meeting – December 21, 2016 - FINAL

Respectfully submitted by Lynn Barrett

Board Attendees: Lynn Barrett, Alex Beck, Pauline Dean (5:52), Martin Langeveld, Chris Lenois, Jim Verzino (5:48)		Location: Room 305, Brattleboro Municipal Center			
Absent: Shanta Lee Evans-Crowley		Call to order: 5:45 pm			
Administration Attendees: Cor Trowbridge		Called to order by: Chris Lenois			
Public Attendees: Cassandra Holloway		Adjourn: 7:21 pm			
Agenda Topic	Motion/Action	Moved	Second	Discussion	Vote
Minutes	Motion to approve the Minutes of November 16, 2016 as submitted.	AB	ML		4-0-0
Communications to the Board				-BCTV weekly program listings in the Reformer have increased in size with new design of newspaper. -Email from Rick Hege of Townshend acknowledging the work of Rich Melanson covering their Selectboard meetings. -Unsolicited donation received in memory of James Banslaben.	
Next Meeting	Wednesday, January 18, 2017 at 6:00 PM				
Public Input				Cassandra Holloway is attending the meeting as she considers whether to join the board.	
Reports:					
ED Report	Cor Trowbridge reported on the month's activities.			See attached report. -Suggestions for Producers' Night to boost attendance: <ul style="list-style-type: none"> • promote more specific topics • hands-on, interactive activities • watch producer videos first -Website Committee: Staff attended webinar on Bootstrap theme. Porting over is a project for this	

				winter – Jim will prepare Committee. -Server purchase: waiting for second quote. -Instagram account: link to other accounts, standardize with Twitter. Suggested: 802TV. -James Banslaben memorial: well attended, positive comments about BCTV.	
Finance Committee:	-Motion to set BCTV's health care contribution for 2017 at a monthly level of \$450 per employee. -Motion to approve the 6-Year Budget with minor adjustments.	ML AB	JV ML	-Review of Monthly P&L at 41.9%. -Health care premiums: The current level of \$425/month/employee does not cover 2017 premium increases. Suggested increase to \$450. -Cor presented the 6-Year Budget that accompanies the 2017-23 Access Plan.	6-0-0 6-0-0
Nominating Committee				-Cassandra Holloway still considering. Cor will send a link to the Board's Google Doc file.	
Old Business:					
Access Plan/Contract Renewal Report				-No decision yet from PSB on Docket 8301. Preserve the right to reply if deadline runs out. -Exec. Summary: add line with funding request. -Appendices: include as link to Google doc?	
New Business:					
Personnel Committee	Motion to approve changes to Health Insurance Coverage section of BCTV's Personnel Policies.	ML	JV	-New FLSA ruling on overtime: court injunction prevents implementation, but all employees will track hours as of 12/1/16. -Update to Personnel Policies: Section amended to delete references to "Vermont Health Connect" to reflect current practice.	6-0-0
Policies & Bylaws	Motion to approve changes to Membership and Training sections of BCTV Policies and Procedures.	AB	LB	Proposed changes to BCTV Policies & Procedures: -"BCTV staff may elect to accept volunteer hours on BCTV productions in lieu of payment of training fees." Addition requested by staff. -Update Membership section of Policies with changes approved at 2015 Annual Meeting.	6-0-0
Announcements				Lynn loved the Tony Bennett special!	
Adjournment	Motion to adjourn at 8:00 pm	LB	SE		6-0-0