

## Minutes – BCTV Board of Directors Meeting – February 15, 2017 - FINAL

Respectfully submitted by Lynn Barrett

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| Board Attendees: Lynn Barrett (via Hangout), Alex Beck, Pauline Dean, Shanta Lee Evans-Crowley (6:08), Cassandra Holloway, Martin Langeveld, Chris Lenois, Jim Verzino | Location: Room 305, Brattleboro Municipal Center |
| Absent:  | Call to order: 6:04 pm                           |
| Administration Attendees: Cor Trowbridge   | Called to order by: Chris Lenois                 |
| Public Attendees:  | Adjourn: 7:18 pm                                 |

| Agenda Topic                | Motion/Action  | Moved | Second | Discussion   | Vote  |
|-----------------------------|--|-------|--------|--|-------|
| Minutes                     | Motion to approve the Minutes of January 18, 2017 as submitted.  | ML    | AB     |  | 7-0-0 |
| Communications to the Board | Motion to approve BCTV signing petition to FCC in support of net neutrality, after consultation with attorney. | SE-C  | CH     | <p>-Request to sign petition to FCC in support of net neutrality – not associated with a piece of legislation. Clarify with Jim Maxwell whether this is considered the type of lobbying prohibited by BCTV’s 501(c)(3) status. If allowed, sign and submit.</p> <p>-Comments on Act 46 FAQs video produced by BCTV. Add disclaimer statement at end of video.</p> <p>-Media Sponsor acknowledgement in Collegiate A Cappella program brochure.</p> <p>-Acknowledgement of in-kind donation from BASIC Skatepark Committee.</p> | 8-0-0 |
| Next Meeting                | Wednesday, March 22, 2017 at 6:00 PM   |       |        | The March meeting is postponed one week due to Cor’s vacation to March 22. Lynn will be in Australia and attend via Hangout. Cassandra and Pauline will confirm  |       |

| Agenda Topic       | Motion/Action                                      | Moved | Second | Discussion   | Vote |
|--------------------|--|-------|--------|--|------|
|                    |  |       |        | attendance.  |      |
| Public Input       |  |       |        | none   |      |
| Reports:           |  |       |        |  |      |
| ED Report          | Cor Trowbridge reported on the month's activities. |       |        | <p>See attached report.</p> <ul style="list-style-type: none"> <li>- New series: Guilford Community Church – BCTV volunteer producer given a stipend to cover weekly service.</li> <li>-Selectboard Candidates Forum is 2/23 at 6 PM.</li> <li>-Gearing up for Town Meeting Day on 3/7 and Rep Town Meeting on 3/25.</li> <li>- Lots of interns: Alex noted that Landmark College is active in placing interns and that job description clarity is helpful in finding a match.</li> <li>-Open Studio: Workforce Development – guest complimentary of studio. Follow up: video tour of studio/BCTV to post on website.</li> </ul>                         |      |
| Finance Committee: |  |       |        | <ul style="list-style-type: none"> <li>-Review of Monthly P&amp;L at 58.9%.</li> <li>-FY17 Projected Budget: <ul style="list-style-type: none"> <li>-- Comcast income is higher than budgeted; Southern VT Cable is on track.</li> <li>-- Payroll expenses and income for board meetings are higher due to Act 46.</li> <li>--Legal and website budgeted costs will be dependent on when these projects are initiated and completed; some may be carried into the next fiscal year.</li> <li>-- Expenses are generally on target.</li> <li>-- FY18 Budget schedule: Draft 1 – March; Draft 2 – April; Final Draft – approved May.</li> </ul> </li> </ul> |      |

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|---------------------------------|------------------------------|--------------|---------------|--|-------------|
| <b>Old Business:</b>            |                              |              |               |  |             |
| Comcast Contract Renewal Report |                              |              |               | <ul style="list-style-type: none"> <li>-Cor attended a conference call 2/1/17 of AMOs with pending renewals to incorporate new language from Comcast's CPG into our contracts.</li> <li>- Comcast submitted a Motion to Reconsider to the PSB that challenges several of its new CPG conditions.</li> <li>- Cor will stay in touch with VAN and proceed with updating the contract in light of the new CPG for review by the Contract Committee prior to the next board meeting.</li> <li>- To be decided: when to submit to Comcast while CPG is being reconsidered.</li> </ul> |             |
| <b>New Business:</b>            |                              |              |               |  |             |
| Website/Graphics                |                              |              |               | <ul style="list-style-type: none"> <li>- Lynn met with Cor and Roland to analyze current logo and identify changes needed. Jessica Butterfield will draft a new logo and colors. Board will be presented with 1-2 choices. Final logo will come with style guide.</li> <li>- Cor and Jim are working on the scope for new theme and will watch a demo for asset management software for future inclusion in the website.</li> </ul>  |             |
| Board Committees                |                              |              |               | <ul style="list-style-type: none"> <li>-Cassandra joined the Membership and Equipment Committees.</li> <li>-Outreach Committee hasn't met in a while. Lynn can attend via Hangout.</li> </ul>  |             |
| Announcements                   |                              |              |               |  |             |
| Adjournment                     | Motion to adjourn at 7:18 pm | AB           | ML            |  | 8-0-0       |

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