

Minutes – BCTV Board of Directors Meeting – May 15, 2019 - FINAL

Respectfully submitted by Pauline Dean

Board Attendees: Lynn Barrett, Marty Cohn (Hangout), Bob Gammon, Jesse Kreitzer, Chris Lenois , Jim Verzino	Location: Room 305, Brattleboro Municipal Center
Absent: Alex Beck, Pauline Dean, Leah Goodman	Call to order: 6:06 pm
Administration Attendees: Cor Trowbridge	Called to order by: Chris Lenois
Public Attendees: Wendy O’Connell	End: 7:30 pm

Agenda Topic	Motion/Action	Moved	Second	Discussion	Vote
Public Input				Wendy reported her findings that there’s low awareness about online availability of shows and of BCTV’s services in general.	
Next Meeting	Wednesday, June 19, 2019 at 6 PM				
Communications to the Board				- Commons article 4/24/19 about Wendy’s episode of ‘Here We Are’ with guest Melvin Harris	
Consent Agenda	Motion to accept all items in the Consent Agenda.	BG	LB	Includes: - 4/17/19 Minutes as submitted - Executive Director’s Report - Finance Committee Report: at 83.3% of fiscal year, projected net income of \$15K. Discussion: -None	6-0-0
Old Business:					
Work Group Report: Production Services/Sponsored Content				- Jesse presented the updated rate sheet.Rates listed are for typical BCTV productions, such as event and meeting coverage, studio productions, and nonprofit PSAs. Base cost will be listed with additional “a la carte” options. Discussion of how to streamline quote creation and billing using	

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				<ul style="list-style-type: none"> webforms. - Cor will research whether editors can be paid a flat fee. - Review of updated Equipment Rental policy. Cor will check with comparable services before finalizing. 	
Work Group Report: Increased Fees				<ul style="list-style-type: none"> - Cor reviewed proposed fees with active producers such as those with weekly shows. Overall response was positive. - Wendy O'Connell asked about how grant funding to support producer fees would be distributed. 	
Work Group Report: Development/Fundraising				<ul style="list-style-type: none"> - Subscribed to Little Green Light donor management software - Chris will ask grant writer for advice. - Fundraising events will be board-organized. - Overall goal will be \$18K or double FY19 original budget figure for this category. 	
FY20 Budget	Motion to accept FY20 Budget as presented.	JV	LB	<ul style="list-style-type: none"> - The Finance Committee submitted a fully funded FY20 budget. Adjustments will be made as planned according to cable revenues. - Meeting of southern Vermont AMOs to discuss potential cost-saving measures is scheduled for June 5. 	6-0-0
Request from VAN for contribution				<ul style="list-style-type: none"> - VAN requested contributions from all AMOs toward funding legislative support activities by ActionCircles for a second six-month period from August through February 2020. No action was taken. - Chris will draft a letter of thanks to Sen. Balint and the Windham County delegation for their leadership and support for the PEG TV Study 	

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				Committee amendment to H. 513.	
New Business:					
Execution of 8-year contract with Southern Vermont Cable	Motion to authorize Board president Chris Lenois to sign the 2019-2027 contract with Southern Vermont Cable as presented.	JK	LB	The new contract includes minor updates to procedures and a rate increase from the current funding level of 2% as follows: - For the first three years of the agreement: 2.25% of gross revenues. - Starting 6/1/22: 2.75% of gross revenues. - The contract goes into effect on 6/1/19.	6-0-0
ACM Conference attendance	Motion to authorize expenditures for one person to attend the Alliance for Community Media conference in Portland, OR, in July.	MC	BG	- Attendee will accept three awards and learn how other community media centers are approaching this time of change.	6-0-0
Announcements					
Adjournment		LB	JK	7:30 PM	6-0-0