

# Minutes – BCTV Board of Directors Meeting – December 16, 2020 - FINAL

Respectfully submitted by Bob Gammon

Board Attendees: George Anthes, Lynn Barrett, Alex Beck, Marty Cohn, Leah Goodman, Garret Harkawik, Chris Lenois				Location: Zoom	
Absent: Bob Gammon, Leah Goodman				Call to order: 6:02 pm	
Staff Attendees: Cor Trowbridge				Called to order by: Chris Lenois	
Public Attendees:				Adjourn: 7:05 PM	
Agenda Topic	Motion	Moved	Second	Discussion	Vote
Public Input				None	
Schedule Next Meeting				-The next meeting is confirmed for January 20, 2021 at 6:15 PM via Zoom. -The start time has been changed to 6:15 PM to accommodate Cor's attendance at DVFiber meetings.	
Communications to the Board				- Reformer article 11/30/20: 'BCTV Announces Winners of 2020 Producer Awards' -The Commons article 12/2/20: 'BCTV Announces Winners of 2020 Producer Awards' - Vermont Biz 12/15/20: 'Cohn named Host of the Year at the 2020 BCTV Producer Awards'	
Consent Agenda	Motion to accept all items in the Consent Agenda.	MC	AB	- 11/18/20 Board Meeting Minutes as submitted - Executive Director's Report Alex advised applying for a second PPP loan if it is authorized. - Finance Committee Report: at 41.9% of fiscal year. Budgeted income for meeting coverage will be matched or exceeded in January when the quarterly billing period ends, with anticipated invoices around \$5K. Spending on part-time personnel is a little over.	6-0-0
Old Business					
Outreach Committee Report				Virtual Producer Awards debrief: -professional background and delivery by Chris -good record of what happened this year – worth the effort -encourage winners to publicize award -create individual clips to run between shows with a reminder to donate	

New Business					
Equipment Committee: FY21 Capital Plan	Motion to accept the FY21 Capital Plan as presented.	MC	LB	-Windham & Windsor Housing Trust reports that renovation plans for the Municipal Center are still in the Feasibility Study stage. There is time for BCTV's input on our space if the project goes forward. - Cor reviewed the Capital Plan with Garrett and Alex. Laptops for producer checkout are new items for BCTV and are a response to COVID shutdown conditions.	6-0-0
Fees for Municipal Partners				Discussion of fee schedule established in 2019. COVID hybrid coverage (in-person and virtual) in 2021 will be more expensive to cover and warrants increase in fees for FY21. Notify ASAP for municipal budgeting process.	
Goal Setting				-Chris proposed a board discussion of proactive goals for the coming year. -Cor will circulate notes from the 2019 retreat prior to the January meeting. - Goals mentioned previously: part-time development staff, news show, high school sports, youth programming.	
Announcements				The Contract Committee will meet at noon on 12/22 via zoom.	
Adjourn	Motion to adjourn at 7:05 pm and have a good month!	MC	AB		6-0-0

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