

Minutes – BCTV Board of Directors Meeting – September 13, 2023 - FINAL Annual Meeting of the Board

Respectfully submitted by Bob Gammon

Board Attendees: George Anthes, Alex Beck, Bob Gammon, Garret Harkawik, Nancy Wolfe				Location: Brattleboro Municipal Center, Room 306 and Zoom	
Absent: Lynn Barrett				Call to order: 6:50 PM	
Staff Attendees: Cor Trowbridge				Called to order by: Alex Beck	
Public Attendees: None				Adjourn: 7:36 PM	
Agenda Topic	Motion	Moved	Second	Discussion	Vote
Public Input				None	
Schedule Next Meeting				A special meeting was scheduled for September 22, 2023 at 1:30 PM via Zoom. The next regular meeting is confirmed for October 11, 2023 at 6:00 PM via Zoom.	
Communications to the Board				<ul style="list-style-type: none"> • Vermontitude headlines - see E.D. Report • 9/7/23 Reformer: Brattleboro Community TV annual community meeting is Sept. 13 • 9/7/23 Reformer: Brattleboro board postpones meeting after tech issues • BCTV FY23 Annual Report • FY23 Financial Report 	
Introduction of new Board Member				Nancy Wolfe introduced herself. Nancy is a documentary filmmaker and activist who moved to Brattleboro two years ago. Board members introduced themselves and welcomed Nancy to BCTV.	
Consent Agenda	Motion to accept all items in the Consent Agenda.	GA	BG	<ul style="list-style-type: none"> • 8/9/23 Board Meeting Minutes as submitted • Executive Director's Report • Monthly Financial Reports at 17% of fiscal year. Discussion: <ul style="list-style-type: none"> - George noted as Treasurer the importance of reviewing the financials each month to fulfill the fiduciary responsibility of the board. - Cor reviewed how to read the Financial reports. 	5-0-0

				- Discussion of alternative revenue streams such as investment income and selectboard fees.	
Old Business				None	
New Business					
FY23 Financial Statement	Motion to accept the FY23 Financial Statement as submitted.	GA	AB	Cor and Helena worked on the financial statement with our accounting firm, Downey Pieciak. Cor reviewed the Notes and explained that she updated Note J - Liquidity to reflect a goal of maintaining financial assets on hand to meet 360 days of operating expenses. George noted that FDIC insurance currently does not cover all of the assets in our bank accounts. Alex Beck signed the e-file form for the Form 990. This completes the financial reporting requirements for FY23.	5-0-0
Election of Slate of Officers	Motion to approve the proposed slate of officers for the upcoming year.	GA	BG	Proposed slate of Officers: Alex Beck, President Garret Harkawik, Vice President George Anthes, Treasurer Bob Gammon, Secretary All of the officers accepted their nominations.	5-0-0
FY24 Conflict of Interest Statements				Board members signed an annual COI statement.	
E.D. Transition planning				A special meeting was scheduled for September 22, 2023 at 1:30 PM via Zoom. Cor will draft a job description and press release.	
Announcements					
Adjourn	Motion to adjourn at 7:36 pm	GH	BG		5-0-0