CATV Board Meeting Minutes for February 19, 2019
5:30 pm

Attendants: Peggy Allen (Chair), Michael Murray, Dan Maxell-Crosby, Barbara Krinitz, Julia Griffin, Falguni Mehta, Donna Girot (Executive Director)

Meeting Minutes and Treasurer’s Report: The Board reviewed December 11, 2018 meeting minutes and the treasurer’s report which were approved.

Status of Replacement Head End Equipment: CATV owns aging head end equipment with no redundancy. Board discussed Donna Girot’s recommendation that she be authorized to seek pricing on replacement head end equipment, including a replacement server. The Board authorized Donna to issue an RFP to vendors.

Executive Director’s Report:

- **48 Hr Film Slam Competition:**
  WRIF came through with premiere location and half of the awards.

  Launched on social media and website. Posters distribution this week & next week; email launch next week.

- **Public Relations:**
  Well timed and well-placed editorial coverage for the FCC threat:

  Valley News business article by J. Lippman in Sunday paper

  Two UVDigest Norwich Observer pieces by Christopher Katucki

  Efforts planned to capitalize on PR coverage include outreach to community through social media and listserv to encourage federal representation petition against FCC activity; outreach to both local government official & local independent producers to encourage that now is a good time to voice their opinions in the Valley News letter to the editor Section

  Awaiting results of March Town Meetings to see if Hartford and/or Norwich will donate funds before going to J&D Byrne for partial of promised $20m.

- **Wed, Feb 20 VT State Public Access Legislative Day:**
  Outreach to Hartford’s State Reps to arrange for meetings in Montpelier.
  Rep. Tim Briglan and Rebecca White are interested

  National Alliance for Community Media morning meetings

  Testimony before the House Energy and Technology committee and Senate Finance Committee
Goal is to educate VT State Reps on potential loss to their communities if FCC changes rule, and to make Reps aware that we may come forward to ask for funding from VT state for PEG services.

- **For individual donations**
  Facebook and Paypal charity status confirmed.

- **Financial review by independent accountancy firm**
  Gathering & preparing financial documentation for Tyler, Simms & St Sauveur CPA financial review. Hard deadlines for this.
  Estimated cost of TSS’s work $6000 and AM Peisch CPA to gather extra reports (est $800-$1000)

- **Administration Items**
  Outreach to LPL Mascoma to renew Simple IRA this year.
  Outreach to VTel attorney a second time, to renew VTel contract.
  Conducting an equipment inventory for Insurance annual review.

- **March is Govt Meeting “Mega Month”**
  Government meetings intensity at its highest: quantity and length, weekends, overlaps
  Testing live from two locations. Got Hartford to purchase a live streaming Videon system & got Donor to donate a used live streaming Videon set. These were equipment investments needed as detailed on our 3-year equipment plan that we don’t have to buy.

- **Corporate Sponsorship**
  Many projects prioritized over this project and many details to iron out but plan to have an initial program to present by end of this spring. Possible to earn up to $6000 or $7000 on one channel x 2 channels. But more likely $2000 the first year.

- **Chamber Business After Hours Hosted by CATV in June**
  Need to plan food (food from WRJ restaurant; River Roost local beer)

**Board Nominations:**

Mike cycles off the Board in 2019. Looking for candidates that bring the following skills or background: financial management.

Board donations to CATV are expected.

**Future Fundraiser:** The Board discussed organizing a pledge drive for 2019, scheduled for the fall. Separate meeting will be set up to discuss possible format.

The meeting was adjourned at 6:40 pm.