Attendees: Barbara Krinitz, Peggy Allen, Dan Maxell-Crosby, Julia Griffin, Executive Director Donna Girot. Guest: Anne Garrigue (Norwich resident)

Executive Director’s Report

Relinquish WRJ Studio Space – Because of FCC ruling and expected loss of funding, we have given our 6-month notice to relinquish the studio part of the CATV offices. Landlord willing to give us a new 5-year lease for office space only. One option is to retrofit a small studio into the space. Would have to relinquish classroom space and summer camp program. Ideas for summer high school workshops are brewing in place of existing middle school camp format.

Purging - Been actively purging and selling outdated equipment on Ebay. The revenue received is balancing out the cost of electronics recycling as we purge unsellable equipment.

48 hr Film Festival was successful – perfect number of entrants, shared award expenses with WRIF, exciting win - one of our middle school-aged camper’s videos won her division, the audience award and the WRIF festival award.

Summer Camps were successful. Included a popular, new Vlogging curriculum, a revised new curriculum for news media camp that included production of a real episode of Valley News Digest with the Valley News news editor and one of the writers. Camps almost full capacity, no injuries, good relationship with Hartford Parks & Rec.

Halloween-o-thon launched competition but little reaction from. We are short of staff ability to focus on marketing this competition.

Leadership Upper Valley class – finished class #13 program

DVD Duplication Revenue – Osher summer series DVD & CD sales are good. Being shorthanded has made the show edit and duplication labor a challenge. General DVD & CD sales are weak this year and expect to be short of budget goals.

Supporting Govt Meetings - High turnover of govt videographers so we are in a new training phase. Hartford policing policy meetings have been a challenge for us while we have been having server problems. We figured out how to live stream to YouTube from remote location as a stop gap.

Headend Equipment Overhaul - As part of our equipment investment to support our 3-year plan to overhaul aged transmission equipment, we have just replaced the show content server and the video on-demand server. Estimating funding for next year’s phase to include replacement of live streaming equipment. Working through a punch list of tweaky issues that result from a large digital migration of this size.
Restricted Grants - In addition to the Hanover Rotary grant we received in the first quarter, we also recently received:

- Claremont Savings Bank - Camp Scholarships - $1000, was able to give away 10 scholarships
- White River Rotary 48 Hr Slam - Competition Awards - $1000
- White River Rotary Halloween-o-thon – Competition Awards - $600

NH Charitable Foundation Unrestricted Grant - Have submitted white paper for the NH Charitable Foundation unrestricted 3-year grant for $20,000/year. Submitted financial review with it. Waiting to hear if they will invite us to apply for the grant.

External Appropriation Request - Have submitted appropriation request to Lebanon with a 4% increase. Submitted recently conducted 2018 financial review with it.

Other Grants in Process - Will submit a capital grant request to Mascoma Bank this next month, for the studio. Will submit a VT Community emergency grant. Goal to find money to pay for studio move into storage since studio is being relinquished.

Working on Draconian Expense Reductions:

Short staffed so in process of determining cheapest way to provide community filmings, not at subpar quality, so service to community does not suffer. Will also change “open to the public” hours to four days/week so staff can instead work on community filming instead of education, studio and lending library. As yet to determine when to start this change.

In Search of a New Home: Goal is to officially ask each town to offer CATV a rent-free office/studio. Hanover has already offered a location but some real and expensive challenges with the location. Needs fiber and cable dug/laid. Getting a Comcast construction estimate for cost of laying cable. Will likely lose our VTel business if this happens and that will jeopardize Woodstock’s portion of VTel funding.

Update on FCC Vote – Donna Girot reported that the FCC voted 3 to 2 to permit cable providers to deduct in-kind services and equipment from the established cap, potentially reducing their monetary support for PEG outlets. There is a 90 day review period. In the ED Report she summarized some of her cost cutting efforts in advance of the potential reduction in revenues.

FCC Threat Subcommittee – Peggy Allen briefly summarized the July 23rd meeting. Raising dollars from existing charities will be challenging due to a variety of factors including missions at odds with CATV needs and time frame. It was recommended that CATV migrate as quickly as reasonably possible from a 100% franchise fee revenue model to a 1/3, 1/3, 1/3 with a mix
of Town contributions, franchise fees, and fund raising. Julia Griffin concluded that a town manager meeting was needed to update them on the issues.

**Board Members** – Peggy Allen stressed the importance of identifying new board members who might serve short term and have skills sets of fund raising to assist in closing a budget gap.

**Town Manager Meeting** – Julia Griffin reviewed a recent Vital Communities meeting of town managers and chairs of selectboards where the CATV/FCC threat was covered and made clear that at this time not all town managers are on the same page with regard to the need for CATV. This topic will be revisited at the September VC meeting with the town managers. In the meantime, Julia is working on setting up a separate meeting with the town managers to further discuss the issues. Julia asked that a PEG Station 101 piece be prepared and sent out in advance to attendees.

**Budget Revenue** – Donna Girot presented a variety of ways she is working to raise additional revenue funds.

**Executive Session** – The board moved to an Executive Session at 6:45pm to discuss Comcast vs. VT Public Utilities Commission lawsuit mediation.