



January 2010

Administrative / Organizational

- FY 08-09 Annual Report was submitted to Comcast, Public Service Board, and the Dept. of Public Service during the 1st week of December. You will all be sent a PDF copy via email this week. Hard copies available for those without email
- we are reviewing policies throughout the year, in both Operational policies and Personnel policies - we are now onto 1st readings for "Right of Refusal" and "Community Bulletin Board", which were delayed from the November meeting (we skipped over that agenda item)

Strategic Planning

- we wrapped up the LPCTV survey back in December - we had 127 respondents. I will have results posted for review during the meeting- the results confirm what we know already, in that people appreciate the local programming and want to see more of it. Most notably, not everyone knows the full spectrum of services that we offer and many expressed interest in taking advantage of them. This means that we need to get more pro-active with our outreach in the community to let people know what we are all about. Simple. I have made this a goal for 2010 and have begun by having a few meetings with individuals who have expressed interest. I have also been reaching out to new organizations to encourage them to participate.
- We need to move on to our next step in the strategic planning process- we need to schedule the next workshop (Mission, Goals, & Vision), which we tried having back in October & November. We have fallen behind by 3 months in our strategic planning timeline. And since we had no success with the board's plan to "piggyback" the workshops with regular board meetings, we should look to scheduling the workshop on a separate evening.

Armory Project

- The Ludlow Armory Advisory Cmte next meets this Weds. (Jan 27) at 4PM. I will be there and am expected to deliver a couple paragraphs about us & our need for space, for the Town's info packet, to be mailed out to voters, within the next couple of weeks. We need board representation at this -
- There will be a Public Info joint school boards & Selectboard meeting in Ludlow on Tues 2/23. We are expected to participate by speaking up about our involvement in the project
- A few months ago, Frank Heald said that he would be forming a committee including us & BRGN to work on plans for the project - I am not aware of any new developments in the official plan, other than what I have seen in the presentations to the various boards in Ludlow. But we need to get our floor plans adapted to the Armory space so that we can show the various parties what we are thinking / hoping for. Claudio has offered to do that at a minimal cost - i.e. no more than \$200, covering only his operational costs. I have given him our existing plans (for the BR Rod & Gun Club Bldg and for the Fletcher Farm new construction). He will have something for me to show at the Advisory Cmte meeting on Weds.

Finances / Budget

- Brigid is away for 2 weeks, returning in early February, so our account reconciliations are not yet up-to-date
- I will be distributing budget reports for the board's review prior to the Thursday meeting. You will find that we are well on-track for revenues and under our projections for expenses. In other words, we're looking pretty good.

Fundraising & Outreach

- Business underwriting programming is now underway- letters went out in early December, and follow-up emails went out after the Holidays. We have so far received \$800 from 4 businesses, with \$400 more anticipated to be coming in shortly. The fundraising cmte is currently in the process of making follow-up phone calls
- A couple of months ago, I initiated a relationship with Efficiency Vermont, re: Armory Building project. I just wanted the project to get on their radar and to explore some potential funding possibilities. I then received a phone call from a project manager there who informed me of a block grant being offered through the Dept. of Public Service (and containing fed stimulus money), for retrofitting buildings for energy efficiency. Along with BRGN, we (LPCTV fundraising cmte + myself) worked with consultants, including Claudio, to come up with some estimates and complete an initial application. Unfortunately, bc of some miscommunication with the Town, and a misunderstanding, we ended up not being able to apply. The Town had submitted its own application without realizing that it could not submit another (ours). Because the Town is the owner of the property, it needed to be the applicant, as is the case with most grants for capital improvements.
- The Fundraising Cmte is meeting within the next week to investigate other grant possibilities, which include Berkshire Bank, the VT Arts Council, and the VT Community Foundation.
- I have submitted our annual appropriation requests from Ludlow, Plymouth, & Cavendish

Production

- Putting the feelers out early this year...we will need volunteer production assistance for Town Meeting
- I just completed the editing on a production for the Gill Home, which will run locally on LPCTV as well as on WPTZ. It's a very simple 2 minute montage of the facility. This was a production-for-hire
- We are waiting to hear back from BRACC about renewing our production contract with them
- We are now working with 2 BRHS students on the production
- I will soon be meeting with the Eagle-Times newspaper about collaborating on an ongoing news show. I am trying to pull in other people and working out a proposal with VT Associates to get a vocational trainee to act as a liaison / project coordinator for the show, should it get off the ground.