



March 2010

Administrative / Organizational

- Sue Pollender is resigning from the Board, after 9 years of service. Thank you, Sue!
- we need a new volunteer or appointment to our Fundraising Cmte
- We have requests out to Comcast for information relating to 3 items: 1) the Ludlow Town Hall live feed, which seems to be down again, 2) determining if there would be any costs to LPCTV associated with moving our forward feed from the school to the Armory, and 3) confirming financial data in preparation for our capital funding request
- VAN (The VT Access Network) has formally requested that each access station on a Comcast system considers its drafted resolution petitioning the VT Public Service Board, re: opening a docket against Comcast to make a ruling in favor of a statewide contract template
 - * there is a suggested "Legal Fund", established in preparation for the docket, based on 1% of each station's annual Franchise Fees (for LPCTV, this is \$680)

Strategic Planning

- we need to pick the strategic planning back up - we started in September, and then launched a survey, which we finished in December. The next step is "Mission, Vision, & Goals". We previously attempted to "lump" strategic planning workshops on the same nights as our board meetings but that effort proved to be unsuccessful
- I propose doing the Mission, Vision, & Goals as a separate workshop / discussion in April. The Board can decide the day, times, & location. I would suggest doing it someplace other than LPCTV (Library conference room or CTES?)

Armory Project

- The bond vote passed, which means that the Town is moving forward with its plans to renovate the Armory property. The RFP is out and bids are coming in from contractors bt now & April. The Selectboard will open bids at its April meeting and I believe the plan is to award a bid by the end of April. Construction to begin sometime in May.
- The floor plans the Town used for the Tank Barn show us with 2044 sq feet and BRGN with 3479. This is based on the 63% / 37% proportional use of the building, on which we negotiated during our joint meeting with BRGN. At the time, our 37% share was projected to be approx. 2309 sq ft., a little shy of our hopeful 2500. The issue now is that 2044 is not enough space. We are meeting with 2 of the BRGN board members on Tuesday (March 23rd) to discuss this issue. Before we start designing our space we need to finalize where that dividing wall will be, and we are hoping that it will be moved out another 8 feet.
- Claudio & I met with an Efficiency Vermont project manager to discuss our electrical & HVAC needs. We will be following up shortly as designs develop

Fundraising & Outreach

- we have had 7 businesses sign up as 2010 underwriters so far, resulting in \$1400
- we received \$1200 from BRACC for contracted production services
- I recently received a letter from Okemo turning our request down...the trouble is, I didn't know we formally requested anything. I recall an email Sharon sent to Diane Mueller back in November, so I'm thinking this was a response to that.
- In terms of financing the Armory renovations, at this point we have 2 sources: our approx. \$40K building fund, plus the projected \$9K in capital funding from Comcast. We need to be pursuing grants at full force over the next few months. Here is a breakdown on grants:
 - * I submitted an application for \$8500 from the VT Community Foundation - it's for general operating expenses; our application was to offset the increases in rent & utilities
 - * I will be attending a VT Arts Council Cultural Facilities grant workshop April 5th in preparation for a Fall application
 - * Our Fundraising Cmte is preparing other applications, incl Berkshire Bank and the Windham Foundation
- There is a free 2-day grant writing workshop in Rutland THIS Thursday & Friday from 10 - 4 for anyone who would like to attend. This is offered by the US Forest Service - I attended the workshop in Middlebury back in the Fall, and at that time a couple of our board members had expressed interest.
- We received some press last week in the weekly newspapers - Sharon sent a letter to the editor thanking the voters of Ludlow for passing the bond vote and I sent a press release about our underwriting program. My plan is to send press releases on a regular basis (every other week at a minimum), as one piece of building community support as we prepare for our capital project & ultimate move. The Board should bring ideas to me, or even help out by drafting releases. There are many topics- for example, programming highlights, training workshops, new productions, strategic planning initiatives

Professional Development

- NAB Show: Thanks to Jean Morrill's daughter, Ann Marie Cummings, I will be attending the National Association of Broadcasters trade show this year at minimal cost. Ann Marie works for NAB and was able to get me a press pass for the event, meaning I'll be attending for free. I will be away at the NAB show Sat April 10 through the following week. I will then be taking 2 days of vacation, returning to work Weds April 21.
- Michelle will be attending this year's Video Educators of New England spring conference, with BRHS Media Studies teacher John Bannon on April 7th in Gardner, MA
- We are also looking into workshops being offered by the Sanctuary for Independent Media in Troy, NY. Upcoming topic of interest: "Youth Media Live Studio Production", Sat. June 5th. This would be a good opportunity for a field trip for the media class
- I was asked to sit on a panel at this year's Northeast region conference for the Alliance for Community Media in NJ on May 13-14. Waiting to hear details before committing to anything

Production

- The BR media studies class is back producing BRTV this semester
- Sue Pollender has 1 History Day video project being produced through LPCTV- a documentary on the building of the interstate system in VT
- I have been making an effort to get a regional news show off the ground - LPCTV could lead the effort but not be the producer. We would need an independent person or party to take on that role. One idea is for it to be a newspaper...I have had some discussions with local newspapers already. Looking for as many interested people & potential collaborators as possible at this point. You can help spread the word.
- Bart Bonanno is now working / volunteering with us. He is a VT Associates volunteer who has chosen LPCTV for his placement and we agreed to take him on as a "Production Associate". He had been working at FACT-TV in Bellows Falls, but since he lives in Ludlow he wanted to make this change. In exchange for receiving job skills training in video production, Bart will be shooting & editing station IDs for us, as well as providing general production support. He will also be given a role should the news project gain momentum.