



Director's Report

November 2008

Board & Staff Update

- Revised Board of Directors Officer job descriptions to be distributed among board for review / approval at upcoming meeting
- Will also be distributing Board committee overview / descriptions
- I have been putting in an effort to re-mobilize our buildings & grounds and fundraising committees, which have tasks at hand
- Buildings & Grounds will meet this Tuesday to re-group & discuss remaining space options and to set up some timelines for looking into each
- Fundraising Committee should be meeting to help with the roll out of the 3rd Annual Business Underwriting campaign letters, soliciting underwriters for the coming calendar year, which typically go out in late November
- Fundraising Cmte. should also be following up with letter to high school & parents, re: sponsorship of basketball games.
- Corrie Blodgett, who worked for us part-time this past spring, before taking a leave to travel, has informed me that she is not planning to return to Vermont. I am not currently looking into re-filling that position, and have instead opted to pick up the slack with what staff resources we have (myself, Michelle, Duncan)

Administrative

- Our Annual Report for FY 07-08 was completed and sent to Comcast, VT Public Service Board and the Dept. of Public Service
 - * the report, as well as those for the past 3 years, is available for viewing / printing, online, on VAN's website (vermontaccess.net). The Annual Report section is password-protected, however.
 - * If you would like to view these for any reason, or to view a side-by-side comparison with other stations, let me know and I will give you the username and password
- I have a request for info with Comcast regarding the status and planned completion of the Mount Holly build-out. Hope to have some accurate info to report at the meeting
- I sent our CPA Tim Faulkner financial reports for our FY 07-08 tax preparation.

Projects

- After school programs- we are beginning collaborations with both the Black River Middle School and Mount Holly School programs. At Black River we will be producing segments for the supervisory union's show, Chalk Board, and in Mount Holly we will be turning the elementary school kids into TV stars
- We are working with Mount Holly School 2nd Grade class on a video project, using a book they wrote and illustrated
- Election Night was a successful experiment using VMX (Vermont Media Exchange) in that we were able to bring live statewide coverage using feeds from Burlington & Montpelier, provided over the VMX network
 - * and we experimented with another feed over the internet from the Windsor Co. Democratic HQ in White River Junction, but we were unable to use that - we learned a couple of things that will help us with future live remote feeds using the internet - bottom line is that it CAN be done! (this brings up an interesting concept of using IP to go live remotely from anywhere vs using the traditional analog cable "origination")
 - * we also reported live from the studio on local state rep. races

Website

- Emily Frazier is currently working on an import script for our program scheduling display on the site - this should be ready to go by the end of the year

Outreach & Fundraising

- Business Underwriting letters planned to go out by end of the month - last year (FY 07-08) we took in \$1250, after \$750 during FY 06-07.
 - * This year we have budgeted a total of \$2500 for Underwriting, which in addition to also includes program sponsorships such as this for the soccer & basketball games
- we are placing another add in the upcoming Chamber of Commerce winter guidebook - highlighting "getting your message out there", a vague / open invitation to everyone to look into our services
- will be attending the Chamber of Commerce mixer at Okemo / Jackson Gore on Wednesday