

LPC-TV Corp
Board of Directors Meeting
April 29, 2000 @ LPC-TV Studios

Directors Present: George Thomson, Pres. Jean Morrill, V.Pres, Norm Vanasse, Sue Pollender, Nancy Timmerman, Sharon Bixby, Sec and Patrick Cody, Exec Director and Michelle Stinson.

Call to order by President George at 5:05 PM.

Minutes of last meeting tabled as they were not available.

Comments or Communications:

Julie Ficken called to thank us

Craig Hutt Vater thanked us on behalf of the Mount Holly School and said that everyone was very pleased with the video production work we did with the 2nd grade class

Michelle Stinson said that there was a letter in The Message from Elizabeth Barnett of Ludlow re: learning about the proposed drive-through in Ludlow by watching it on LPCTV

Norm Vanasse heard word-of-mouth that the Ludlow Planning Cmsn meeting that recently played on Channel 10 had bad (low) audio when people from the audience spoke

Director's Report: See attached.

Patrick feels we should start work on our strategic plan with questionnaires to help us with our Access Plan which is required by COMCAST. Patrick to get us a format on the agenda and key issues. We will need to hold focus groups and do a community needs assessment. The last one we did was in 2001 and visions and goals often change from time to time. We will start the process in May or June before our annual meeting which is the 4th Thursday of June.

Sharon suggested a retreat at Camp Plymouth with Norm's kabobs in July or the Bixby's pool. It is easier to brainstorm away from a normal meeting.

Patrick reported Comcast has fixed the live drops at the town hall. He will cover a meeting live in July. He reported in June the station will cover a live fashion show at the Town hall the first Saturday in June. Will BRHS graduation be live? The live drop in the gym is not yet working- the feed is always run thru the station. Sharon urged him to get Comcast to fix it...

Help will be needed for local graduations, the strawberry festival, concert series etc.

By paying staff to cover these - we are losing money and cannot continue to tape them without funding. It was reported to Patrick that the Chamber is no longer doing the concert series- Cavendish's concerts have moved to the Library. Someone suggested we apply for a Cavendish Community Fund Grant to help pay for the taping of those concerts.

We need to get a pool of volunteers as there is lots of production we could do.....

Michelle is willing to go to non-profit's meetings and explain our mission and the process of taping events... learning to tape and edit for their own organization. Patrick noted such visits could be combined with our strategic planning.

Patrick reported Michelle is writing a grant for a summer video camp.

Committee Reports:

Building and Grounds committee of Jean, Jay, Sharon and Patrick toured the former Black River Produce space recently—and although it was great space for us, it is just too expensive. Sharon asked that Patrick send a letter to Mark Curran and Steve Birge noting we loved the space but it is too expensive for us at this point. What rent can we afford? Patrick feels \$1000 or less with utilities included is all we can afford. Patrick will send a letter to Mark. George agreed a letter should be sent thanking Mark for his time and who knows they may come back with a lower rental rate.

Jean has volunteered for the armory committee and will certainly advocate for our desires for the garage space.

Patrick will be working with a volunteer architect to plan what we might do with garage space.

Plan upcoming committee meetings:

Nominating committee- George, Norm & Sharon will meet in May.

Both Sharon and George are up for re-election with 3 yr terms.

Finance: George, Norm, Brigid will meet soon.

*George to set dates for Nominating and Finance meetings.

Building and Grounds does not need to meet until we have something new to look at.

Fundraising Committee: funding is falling short- so this committee is important.

It includes Brigid, Michelle, Sue, Nancy, Sharon and Norm.

*Michelle and Sue to set date for this committee meeting.

CODE OF ETHICS: Patrick will email it to all of us- we should email suggestions/changes and act on it at our May meeting. It was decided we should sign these annually at each reorganizational meeting.

Patrick asked us to review Glossary of our manuals and let him know by email what we individually do not have in our manuals and he will email the sections to us.

Other Business:

Patrick reported Michelle will be representing us at an upcoming VAN meeting in Hyde Park VT. And then there is a New England Chapter meeting of Alliance on May 21st & 22nd. Both he and Michelle will be attending at different times to keep the station open and the cost down. Sharon said if it is worthwhile that you both attend- then close the station – Professional Development is in our budget – and we have not spent anything to date. Patrick was concerned about moving live shows—Jean suggested Patrick should decide... but knows the board has no problem if some of the live shows are simply rescheduled that week.

Comcast update: negotiations from other access stations are taking place... most are fighting against Comcast... the stations are working on a standardized approach to the negotiation process (to make it consistent) and will be discussed at the upcoming VAN meeting. Our negotiations are a ways off – so a streamlined standardized contract will help us with our negotiations.

Next meeting to be Wednesday May 27th 2009 at 5 PM

Sharon made motion to adjourn, Nancy seconded. Approved.

Meeting adjourned 6:20 PM

Respectfully submitted:
Sharon E.P. Bixby, Secretary